

4th Partnership Committee meeting

Minutes, 1-2 June 2023
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Minutes

4th Partnership Committee meeting

Thursday 1 June 17:30 – 19:00 EEST Partnership Committee only

Friday 2 June 08:30 – 13:00 EEST Partnership Committee only

Estonian Academy of Sciences, Tallinn, hybrid

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P04.01 Opening of the Partnership Committee meeting

P04.01.00 Welcome

On behalf of Metroserf, Mari Aru welcomed everyone to Estonia. Maguelonne then welcomed everyone to the 4th Partnership committee meeting. Maguelonne welcomed two representatives, from DG Research and Innovation (DG RTD), Mans Lindberg and Edoardo Mascalchi. Edoardo would be taking over from Mans as the Commission officer for the Partnership, and his background was as a mechanical engineer. A number of countries had been invited to the meeting as observers i.e. Bulgaria, Greece, Romania, Serbia, Switzerland and the UK, as they were members of EMPIR but had not yet made a commitment to the Partnership and / or completed an association agreement to Horizon Europe. Peter Pavlasek had been elected as the new Partnership committee deputy chair, in March 2023, taking over from Marc Pieksma who had stepped down from the role due to illness. Marc had unfortunately passed away in April 2023 and would be greatly missed.

P04.01.01 Adoption of the agenda

The agenda for the meeting was adopted. The minutes for the 2nd Partnership committee meeting in November 2022 (Paper P04.01.02_d3 (3)) and the 3rd Partnership committee meeting at the end of March 2023 (Paper P04.01.02_d2 (2)) had been circulated to the committee previously and uploaded to the website. No comments had been received on either set of minutes, and hence the minutes were agreed.

No.	Topic	Decisions
P04-D01	P04.01.02 Adoption of the agenda	Paper P01.01.02_d1 (1) agenda for the meeting adopted.
P04-D02	P04.01.02 Minutes	Minutes of 2 nd and 3 rd Partnership meeting (Papers P04.01.02_d3 (3) and P04.01.02_d2 (2)) which had been circulated previously and uploaded to the website previously were approved.

P04.01.02 Summary of the General Assembly (GA)

Dolores del Campo had been elected as the EURAMET chairperson elect and would take over as chairperson at the 2024 GA. Hans Peter Andres (METAS) and Michela Sega (INRIM) had been elected to the BoD, whilst Isabel Godinho (IPQ) had been elected for a third term. Two new TC chairs had been elected and 5 TC chairs re-elected. A new DI from the UK, the National Institute of Airborne Acoustic Metrology (NIAAM), had been accepted as an associate member. The NMI from Iceland and a Slovenian DI, the Center for validation technologies and analytics / National Institute for Chemistry, had terminated their membership of EURAMET.

Acknowledging that the last time the EURAMET membership fees were increased was in 2009, the GA had agreed that the EURAMET Membership unit charge should be increased by 50 % from 2024 onwards to cover the cost of the Member Services. The DI and Associate fees would be increased proportionally.

It was proposed that the types of EURAMET liaison organisations be revised to better take account of the types of liaisons that are currently occur. There would still be 3 liaison types, but they would be: Cross-sectional liaison organisations (LO-CS), topical liaison organisations (important to specific EMNs and/or TCs) (LO-TO), and Associate NMIs.

P04.02 Partnership status

P04.02.01 Partnership state of play and FP10

Mans reported that the European Partnership on Metrology was very important as a Partnership for the Commission due its horizontal nature and applicability to Green Deal and Digital. It would be important to find synergies with other programmes and Partnerships.

Maguelonne provided an overview on the progress of the Partnership. The Pillar Assessment of EURAMET had been held for two weeks immediately following the November 2022 committee meeting, and this had required substantial effort from the MSU and the Secretariat. The assessment addressed 7 out of the 9 pillars. The assessment had been successful with only a few minor findings, and the final report had been signed off by the Commission. Maguelonne thanked the Braunschweig and Teddington offices for all their work in preparing for and participating in the assessment.

The 25 JRPs selected for funding at the November had been negotiated. Due to the switch of UK participants from external beneficiaries to associated partners for call 2022 projects, a further 2 JRPs had been selected

for funding at the extraordinary committee meeting on 24 March 2023. She reminded the Commission representatives that EURAMET had still not received the 2022 contribution agreement, and this was impacting the call 2022 projects. Edoardo explained that he hoped that the 2022 contribution agreement would be issued by the Commission during that week. NOTE: On the second day of the meeting Edoardo reported that the 2022 contribution agreement had now been sent to EURAMET by email. He also explained that the Commission aimed to sort out a revised Financial Framework Partnership Agreement (FFPA) before the summer. Once that was done, they would work on the 2023 contribution agreement, which they would like to issue in the autumn, hence returning to the normal schedule. Maguelonne commented that EURAMET would very much like to be able to run the Partnership in a more routine way compared to the last 2 years.

There were no changes regarding the UK's association to Horizon Europe, this was still ongoing.

Discussions had started on a potential successor programme to the European Partnership on Metrology within the framework of FP10.

P04.02.02 Steering group

The 3rd meeting of the Steering Group was held on 14 March 2023. The Steering Group had provided their first view on the metrology needs as they saw them ahead for upcoming work programmes, and they had provided feedback to the Commission in a document. EURAMET would need to produce a synthesis of this information by grand challenge / topic.

Potential coordination by external beneficiaries for some calls (which the Commission were keen on) had been discussed. The Steering Group were not particularly in favour of external coordination, particularly as they considered there could be potential bias or lack of neutrality, e.g. in an Industry or Normative call. The conclusion was that for call 2023 coordination by external beneficiaries for Fundamental and Normative could be a possibility, but only internal beneficiaries should be allowed to coordinate Industry and Research Potential proposals.

A discussion had been held on regulatory needs, and it was planned to hold an open consultation event on a regulation call.

P04.03 Call 2023

P04.03.01 SRT voting for Call 2023 and approval of SRT list

94 PRTs suitable for prioritisation, had been submitted at stage 1, however one PRT was subsequently funded as one of the additional JRPs from call 2022, leaving 93 PRTs.

The PRTs received (Paper P04.03.01_d4 (9)) were distributed to the committee on 10 March 2023. Committee members who were not members of the sub-committees were invited to contribute to the prioritisation process, however only one member did so for the RPT call. All PRTs were reviewed and prioritised by 6-7 people. The white/grey/black list of PRT titles (Paper P04.03.01_d3 (8)), proposing which PRTs were recommended to go forward, which ones would be voted on and which would not be taken forward, was distributed to committee on 12 April following the sub-committee meetings. Paper P04.03.01_d5 (10) included the reasons for non-selection for Call 2023 PRTs and was noted.

The white/grey/black lists of Fundamental metrology, Industry, Normative and Research Potential PRTs (Paper P04.03.01_d3 (8)) were approved. It was noted that PRT IND 83 has now been funded under Call 2022 as 22IEM07 following the Partnership Committee's decision in March to fund 2 additional projects. This PRT will therefore not be taken forward as an SRT and was included at the end of the industry list for information only. It was proposed that 15 of the 24 Fundamental PRTs, 24 of the 48 Industry PRTs, 12 of the 13 Normative PRTs and 5 of the 8 Research Potential PRTs should go forward. For Industry the committee needed to select 4 out of 7 topics on the grey list (Paper P04.03.01_d2 (7)), and a vote was held. As a result of a vote ((i21 22.1 %, i22 15.4 %, i23 18.9 %, i24 15.7 %, i25 13.4 %, i26 13.4 %, i27 13.4 %), 4 IND SRTs i21, i22, i23 and i24 would go forward from the grey list, i25, i26 and i27 would not proceed.

Paper P04.03.01_d1 (6) included the draft SRT titles and objectives for Call 2023. There were no comments, so the SRT titles and objectives were approved.

No.	Topic	Decisions
P04-D03	P04.03.01 Call 2023 SRTs	List of white/black/grey assignment of Call 2023 PRTs (Paper P04.03.01_d3 (8)) approved, thus confirming the SRTs that would not be taken forward, the SRTs guaranteed to go forward and the SRTs which would be voted on.

No.	Topic	Decisions
P04-D04	P04.03.01 Call 2023 SRTs	List of FUN SRTs, NRM SRTs and RPT SRTs to go forward agreed (Paper P04.03.01_d3 (8)). As a result of a vote on the 7 grey zone IND SRTs (i21 to i27) (Paper P04.03.01_d2 (7)) 4 IND SRTs would go forward from the grey list (i21, i23, i24, i22) whilst 3 IND SRTs (i25, i26, i27) would not proceed.
P04-D05	P04.03.01 Call 2023 SRTs	Call 2023 SRT titles and objectives were approved (Paper P04.03.01_d1 (6)).

P04.03.02 Call 2023 cap decision

Based on the number of SRTs proposed from the prioritisation process, the SC-R proposed budgets of 17.5 M€ for Fundamental and 25.5 M€ for Industry. In addition, the SC-R suggested an increased project cap of 2.5 M€ for Fundamental. These figures were included in the revised 2023 Call budget and features (Paper P04.03.02_d1 (11)). The committee agreed with the proposed increased cap for Fundamental projects. Erkki noted that based on these figures the overbooking factors (OBFs) were 1.7 for Fundamental but 1.8 for Industry, and he suggested moving 0.5 M€ from Fundamental to Industry so the OBFs were similar. Almost all committee members were in favour of this proposal, and hence it was agreed that the TP budgets would be 17 M€ for Fundamental and 26 M€ for Industry.

In response to a question, Dagmar confirmed that the funds carried over from 2022 would not be added to a specific TP, but would be included in the overall budget for Call 2023 and would be taken into account in the scenario planning following the review conference.

Marijn asked whether the external % for NRM had been amended in the call budget and features to account for potential external coordination. Dagmar explained that the % had not been changed, but it was a target only and hence was not critical. It was also unclear how many proposals might have external coordination. If this turned out to be a problem, it could be considered at the next meeting as a lesson learned from the pilot.

Dagmar and the MSU would produce an updated version of Call 2023 budget and features for call launch incorporating these agreed changes.

No.	Topic	Decisions
P04-D06	P04.03.02 Call budget and features	Maximum EU funding per project detailed in the 2023 Call Budget and Features to be increased, as per the values included in Paper P04.03.02_d1 (TP FUN from 2.3 M€ to 2.5M€), but the overall TP budgets should be revised to 17 M€ for FUN and 26 M€ for IND so they have a similar overbooking factor.

P04.03.03 External coordination and liability of projects

The Commission were keen that some calls be opened to potential coordination by external beneficiaries. In EMPIR the Decision was clear that coordination by external funded partners was not a possibility. The Partnership Decision included the option to allow external beneficiaries to coordinate. This raises significant challenges for EURAMET as external beneficiaries do not sign the liability agreement. The liability for the programme would therefore remain unchanged, with the internal beneficiaries carrying much more liability than the external beneficiaries. Any organisation that is eligible to receive funding under Horizon Europe would be eligible to coordinate for TPs where coordination by external beneficiaries was permitted.

As noted above, the Steering Group were not particularly keen on coordination by external beneficiaries, and they had concerns about potential bias and lack of neutrality. They had concluded that for call 2023 coordination by external beneficiaries for Fundamental and Normative could be a possibility, but only internal beneficiaries should be allowed to coordinate Industry and Research Potential proposals. Mans agreed that there should be the 2 test cases for Fundamental and Normative, and to see how this goes and any lessons learned.

Dagmar asked the committee for suggestions as to which TPs might be opened to external coordination in 2024. This information was needed relatively quickly as she needed to include it in the draft 2024 work programme. A question was raised as to whether it would be possible to open Normative in one year and not in the next. This was a valid point; however, it was considered that the committee would need to review the outcomes of opening the Normative Call in 2023 before making a decision. One option might be to open Digital, as this community had struggled to develop and submit good quality proposals. Louise Wright agreed that Digital might be a possibility but noted that this might narrow the scope of what could be done or who might participate, because if a manufacturer led the project, then their competitors might not wish to participate. Several committee members considered that it was more likely that an external beneficiary from academia

would apply to coordinate. Another possibly might be to open Research Potential to external coordination. Many committee members were not in favour of this, but it was pointed out that it would enable organisations such as the Romanian or Serbian NMIs/DIs to coordinate.

No.	Topic	Actions	Responsible	Due
P04-A01	P04.03.03 External coordination	The committee to review the potential coordination of projects by external beneficiaries again at the end of September, Dagmar to ask for further comments and suggestions at that time. Current ideas were only to open DIT and maybe RPT	Committee members, Dagmar	Sep 2023

P04.03.04 National strategic priorities and partnering meetings

Paper P04.03.04_d2 (13) included the most up-to-date information about the partnering meetings for Call 2023. Most meetings would be held as virtual meetings, with a few held as hybrid meetings. Although committee members had received an email in early April asking them to consider offering host to partnering meetings, around 15 SRTs did not yet have hosts and some SRTs which did have hosts did yet not have confirmed dates nor registration links / contact details. The latest version of the partnering meeting list would be circulated to committee members, who were asked to contact the MSU if they were able to host partnering meetings for those SRTs without hosts assigned. It was noted that would be helpful to avoid having partnering meetings on the same day for SRTs addressing a similar community. Ideally the partnering meeting information should be available on the call website when the list of SRT titles were published, and at the latest at call launch, otherwise people will not have enough time to register for the meetings.

For 2023 rather than restricting the identification of national strategic priorities to just the Partnership countries, it was proposed that all EURAMET member countries (plus the applicant countries of Georgia and Ukraine) could list up to two SRTs that they considered as national strategic priorities. This list would be included on the call website, and coordinators / consortium would be asked to take this information into account in forming their consortia. The committee unanimously supported the proposal. Committee members were asked email their priorities to the MSU by 9 June. The MSU would contact the non-Partnership countries to ask them to identify their priorities.

No.	Topic	Decisions
P04-D07	P04.03.04 National strategic priorities	The Partnership Committee agreed to open the possibility for all EURAMET members to add up to two SRTs to the list of national strategic priorities.

No.	Topic	Actions	Responsible	Due
P04-A02	P04.03.04 Call 2023 Partnering meetings	Committee members to contact the MSU (part.msu@euramet.org) if they are able to host partnering meetings for those Call 2023 SRTs that do not yet have hosts assigned.	Committee members	Asap, Jun 2023
P04-A03	P04.03.04 National strategic priorities call 2023	Dagmar/MSU to contact Committee members and all EURAMET members offering them the opportunity to email up to two national strategic priorities interests for Call 2023. Committee members and all EURAMET members to email their priorities to part.msu@euramet.org by 9 June.	Committee members and EURAMET members, Dagmar/MSU	9 Jun 2023
P04-A04	P04.03.04 Guardians and Facilitators briefing Call 2023	Dagmar to arrange and hold briefing session with the Call 2023 TP Facilitators.	Dagmar	Jun/Jul 2023

P04.03.05 Timetable 2023

Paper P04.03.05_d1 (14) detailed an updated timetable for 2023. No dates had been changed, but some dates had been included or confirmed. For example, the dates of the 2023 review conference were confirmed as 7-16 November with the event held near Amsterdam airport, and hence the winter committee meeting would be held on 21-22 November. The Impact workshop would be held on 14 June.

The 2023 work programme (Paper P04.03.05_d2 (15)) was noted.

P04.04 Partnership implementation finance

P04.04.01 Budget considerations of Partnership

Paper P04.04.01_d1 (16) provided an overview of the finance of the Partnership across the lifetime of the programme, a breakdown of the costs between the MSU and the Braunschweig office, an explanation which tasks are included in the MSU costs, an explanation of which Partnership entrusted tasks were undertaken by the Braunschweig office, and details of the discretionary activities which had been funded under EMPIR, but which could not be fully funded under the Partnership due to limited funds.

The MSU costs were based on the quote provided by NPL and which had been agreed at the 2020 General Assembly. The MSU costs included all the entrusted tasks detailed in the FFPA, except the ones undertaken by the Braunschweig office. They excluded all the impact, capacity building (except Research Potential) and EMN support activities. The current budget for the Partnership was sufficient to deliver the entrusted tasks. The MSU costs were set, and the Braunschweig office would use the remainder of the budget. It would be up to the Partnership committee to decide which discretionary tasks should be undertaken by the Braunschweig office within the available budget. It would not be possible to fund the same level of EMN support / impact activities in the Partnership as for EMPIR, as the budget was not available for the 3-4 people in the MSU to undertake this work. EURAMET was relying on the CSA for Capacity Building to provide funding for some capacity building activities, and on the CSA for communication and impact to enable the same level of activities as for EMPIR.

At any time, the MSU usually managed more than 120 projects, and sometimes up to 150 projects. Maguelonne explained that the reporting requirements had increased under the Partnership (and Horizon Europe) including the new ones for co-funding, and inflation was significantly higher than anticipated. Therefore, even reducing the number of projects, e.g. through larger and fewer projects, would not necessarily reduce the costs as the gains were offset by the increased work and costs. Erkki commented that if the number of projects was reduced too much, then it would be difficult for smaller countries / organisations to participate. Mari suggested that there might be room for improvement regarding streamlined processes such as automation and transfer of data, and this should be considered. Committee members thanked Dagmar and Maguelonne for the explanation of the tasks undertaken plus the costs involved, and several members commented that they appreciated the work of the MSU. Dagmar and Maguelonne reminded the committee that EMPIR has always been held up by the Commission as a good example of how to run a programme.

P04.04.02 Implementation finance – Partnership

Paper P04.04.02_d1 (17) presented the management costs incurred for the Partnership for 2022, proposed a cost budget for 2024 for the implementation of the Partnership, and proposed the values for invoices that EURAMET should pay to NPL for the MSU regarding the Partnership implementation in 2024.

Overall, the spend for 2022 was around 42.3 k€ below budget for a variety of reasons. Most of the honorarium costs of reviewers for the 2022 review conference had not been claimed by the end of 2022 and would therefore appear as costs in 2023, hence this represented a timing issue rather than an actual reduction in costs. There was less travel in 2022 due to the restrictions of the pandemic for the first half of 2022. However, more resources were required than expected to set up the Partnership, including negotiations on the FFPA and the MGA, and new and additional requirements for reporting. The current forecast for 2023 was about 20 k€ above compared the approved budget due to the higher effort in reporting of the projects.

The proposed cost budget for the eligible funds for the Partnership in 2024 were higher than for 2023, reflecting the fact that EMPIR was winding down whilst the Partnership would be halfway through its sequence of calls. The Partnership implementation finance for 2024 (Paper P04.04.02_d1 (17)) was approved unanimously by the committee.

No.	Topic	Decisions
P04-D08	P04.04.02 Partnership implementation finance	Partnership implementation finance for 2024 (Paper P04.04.02_d1 (17)) approved unanimously.

P04.04.03 Budget plan for calls & bidding table

Maguelonne presented the indicative budget plan for the Partnership calls from 2021-2027 (see slides). The table had been updated to include previously agreed changes, but not the budget redistributions agreed during the meeting (see P04.05). Next year the committee would need to decide on the currently undefined themes in the 2026 and 2027 calls.

The bidding table was currently unchanged from the version available at the November meeting. As agreed at the last meeting, the potential bidding for the CSAs on capacity building (2023) and communication and impact (2024) were not included in the bidding table totals to avoid penalising those few countries that planned to bid into these calls. Any countries wishing to change their expected bidding data were asked to send their updated 2023 bidding figures for each TP to Maguelonne by 15 June. Dagmar would then include this data in the information provided to the Call 2023 facilitators.

There was still uncertainty over the UK situation e.g. when / if the UK would associate to Horizon Europe. Under Commission rules for countries under the transition agreement, the UK can bid as an external beneficiary, i.e. as per 2022. Prospective coordinators would be reminded at the coordinator training sessions that the external % was a target for the TP and not a maximum for an individual project or TP. It was agreed that the MSU would include an additional row in the facilitator data collection sheet to count the UK data separately and to calculate 2 external % funding numbers for each project – one with and one without the UK as an external beneficiary. This information will be provided by the facilitators to the committee only.

It was important to obtain information about no bids as soon as possible, as this would help with the planning for the referees and the review conference. Maguelonne asked committee members to push their staff to provide this information early on.

No.	Topic	Actions	Responsible	Due
P04-A05	P04.04.03 Bidding table	Committee members to review the bidding table. Any country wishing to change their bidding figures for call 2023, to send the updated information to Maguelonne by 15 June 2023.	Committee members	15 Jun 2023
P04-A06	P04.04.03 Bidding	MSU to update the call 2023 Template 5 / facilitator sheet to separately capture the UK external bidding so that the % external participation can be calculated with and without the UK costs.	MSU	21 Jun 2023

P04.05 Call 2024

P04.05.01 Call scopes 2024

The current versions of the draft call scopes for 2024 for Communications and Impact Coordination, Digital Transformation, Green Deal, Normative and Research Potential had been uploaded as papers P04.05.02_d1 (20) –P04.05.06_d1 (24) respectively.

P04.05.02 Impact and Communication → link to EURAMET Comms Strategy

As discussed at earlier committee meetings, due to the limited cash contribution funds available in the Partnership for discretionary activities it was proposed to hold a coordination and support action call in 2024 to address communication and impact coordination activities. Dagmar had circulated the draft call scope for the communication and impact coordination call for comments but had only received one comment from Miruna. The call scope was a little vague because if the UK associated to Horizon Europe and then joined the Partnership, EURAMET would aim to use the CSA for other activities. Specific needs related to the communication and impact coordination call could be uploaded in an orientation paper. The current proposal was for 3-4 M€ for a 6 year duration project. A number of committee members were very much in favour of the call, considering that it would be important to demonstrate impact of metrology and its associated research, particularly to provide evidence to support a successor programme. Some committee members expressed some concerns over the total budget and duration, preferring 1.5-2 M€ over 3-4 years and then reviewing how it progressed and possibly holding a second call. It was noted that the consortium would need to manage and report on the project. Most of the committee were in favour of a budget of 1.5 M€ over three years for the communication and impact coordination call, with the possibility of a second call, and this was agreed. The spare 1.5 M€ would be redistributed to other TPs (see P04.05.07).

No.	Topic	Decisions
P04-D09	P04.05.02 2024 Call scope Impact and Communications	Draft 2024 Call scope for CSA Impact and Communications (Paper P04.05.02_d1 (20)), accepted with the change of budget to 1.5 M€ and duration to 3 years.

P04.05.03 Digital Transformation→ lessons learned from last call and progress

There had been two main issues with the 2022 DIT call. Firstly, there were no bids for two out of six SRTs and secondly, the quality of projects submitted was not very high. Input and feedback had been sought on the draft 2024 Digital Transformation call scope, and it had been concluded that no significant changes were needed compared to the 2022 call scope. Maguelonne noted that based on the submissions from call 2022, the quality of the objectives would need to be improved in the DIT PRTs, e.g quantification and a clear description of what would be achieved (in an understandable form). Louise Wright explained that EURAMET TC-IM and M4D had discussed this and had a plan to engage with outside players to improve the content, impact and exploitation.

No.	Topic	Decisions
P04-D10	P04.05.03 2024 DIT Call scope	Draft 2024 Call scope DIT (Paper P04.05.03_d1 (21)) accepted.

P04.05.04 Green Deal→ linking to other Partnerships and EMNs

Jörn explained that the metrology community were aware of the requirements for this call to go beyond just classical topics. The call scope had been discussed with various EMNs. There was a good relationship with stakeholders including via the MoU with Clean Hydrogen, PARC etc. Maguelonne reminded the committee that they need to ensure that the community and proposers consider the steering group suggestions. The draft 2024 Call scope GRD (Paper P04.05.04_d1 (22)) was accepted.

No.	Topic	Decisions
P04-D11	P04.05.04 2024 GRD Call scope	Draft 2024 Call scope GRD (Paper P04.05.04_d1 (22)) accepted.

P04.05.05 Normative and STAIR-EMPIR

The STAIR-EMPIR platform and the normative support process was working well with Eveline Domini, and the quality of the PRTs tended to be good. There were some concerns that usually almost no PRTs were received for the regulation strand, however there were plans for an open consultation event in autumn 2023 and specific call in 2025.

No.	Topic	Decisions
P04-D12	P04.05.05 2024 NRM Call scope	Paper P04.05.05_d1 (23) proposing that the 2024 Call scope NRM follows the same structure and process as accepted.

P04.05.06 Research Potential - Outreach and encouragement to EURAMET countries outside the Partnership

Paul reported that the draft 2024 call scope for Research Potential was very similar to the 2023 call scope, which was relatively broad. The RPT topics could be linked to any of the main Partnership TP themes i.e. Digital Transformation, Fundamental Metrology, Green Deal, Health, Industry Integrated European Metrology and Normative, and this seemed to work well in 2022. The proposals could tackle research and development needs among a number of countries/ or region, address pre research or technical viability projects for potential main call topic in future, or build on existing project outcomes where more research was needed or where the research solution needed to be tailored for wider implementation.

The 2024 RPT Call would be promoted at the BoD WG Capacity Building meeting in the autumn. A workshop would be held in late 2023 to prepare for 2024 RPT Call, and this event and attendance at TC meetings would be used as an opportunity to discuss possible research topics. Particular attention would be paid in 2024 to providing new EURAMET members with the support necessary for their participation in RPT proposals.

No.	Topic	Decisions
P04-D13	P04.05.06 2024 RPT Call scope	Draft 2024 Call scope RPT (Paper P04.05.06_d1) accepted). Proposed initiatives for outreach to encourage those European countries outside of the Partnership to participate in future RPT Calls agreed.

P04.05.07 Work programme 2024

Dagmar was currently drafting the 2024 work programme. Paper P04.05.07_d2 (26) detailed the draft budget and features for Call 2024. There was a discussion regarding redistribution of the spare 1.5 M€ from the 2024 communication and impact coordination call (see P04.05.02). Dolores suggested increasing the 2024 Green Deal budget by 1.0 M€ and the Digital Transformation budget by 0.5 M€. Almost all the committee were in favour of this proposal, and it was noted that budget could be redistributed again, if necessary, once the PRTs were submitted. The following revised 2024 TP budgets were agreed: Green Deal 30 M€, Digital Transformation 11.5 M€ and Communication and Impact Coordination CSA 1.5 M€. The budgets for Normative and Research Potential remained unchanged as per Paper P04.05.07_d2.

Miruna mentioned that she had a discussion with Bertrand Calpini (a member of the Research Council) regarding the size of the Green Deal projects, and they both considered that there might be benefits in increasing the maximum project budget further. The committee agreed to increase the cap for Green Deal projects to 3.5 M€.

Dagmar would include the revised TP budgets for Digital Transformation, Green Deal and Communication and Impact Coordination, together with the increased project cap for Green Deal projects in the 2024 work programme. An updated version of the 2024 budget and features would be produced for the next committee meeting. In addition, Maguelonne and Dagmar would review the indicative percentage of external participation again at the next meeting to check if the amount was enough to manage the coordination by external beneficiaries.

No.	Topic	Decisions
P04-D14	P04.05.07 2024 Call budget and features	The following changes were agreed to the Budget and Features Table for 2024 presented in Paper P04.05.07_d2 (26): TP budgets: 1.5 M€ for CSA Impact. 30 M€ for GRD, 11.5 M€ for DIT, 5 M€ for NRM and 3 M€ for RPT. Project caps: 3.5 M€ for GRD, the other TPs remain unchanged.

No.	Topic	Actions	Responsible	Due
P04-A07	P04.05.07 2024 Call budget and features	Maguelonne and Dagmar to review the indicative percentage of external participation again at the next meeting to check if the amount is enough to manage the coordination by external beneficiaries.	Maguelonne, Dagmar	Nov 2023
P04-A08	P04.05.07 Work Programme 2024	Dagmar to draft the Work Programme 2024 based on the call scopes for 2024 (Papers P04.05.02_d1 (20) to P04.05.06_d1 (24) and the budget and features 2024 Paper (P04.05.07_d2 (26))), together with the changes to the TP budgets, project caps and project durations agreed during the meeting.	Dagmar	Jul 2023

P04.05.08 Timetable 2024

Paper P04.05.08_d1 detailed the proposed draft timetable for 2024. During the 2023 GA week it had been confirmed that the 2024 EURAMET General Assembly would be held at NPL, Teddington, during the week of 3-7 June. There were several options regarding which week the summer 2024 Partnership committee meeting could be held, but (i) to avoid people needing to attend meetings on consecutive weeks, and (ii) to ensure there was sufficient time for the sub-committees and the MSU to draft the SRT objectives and to circulate them to the committee, it was proposed that the Partnership committee meeting be held sometime during the GA

week. In addition, experience in 2023 with the delays with organisations offering to host partnering meetings and in providing the information to the MSU to enable the partnering meeting information to be publicised on the call website in time for the call opening (and ideally ahead of the launch), indicated that launching stage 2 in the middle of June was not feasible. It also did not provide people with sufficient time to register for the partnering meetings and to attend the briefing sessions. It was proposed therefore that the stage 1 call would run from 10 January 2024 to 19 February and stage 2 26 June to 30 September 2024, and this was agreed by the committee. The review conference would be either 4-14 November or 11-21 November, with the autumn committee meeting held during the week following the review conference. Maguelonne indicated that she would prefer the earlier option for the committee meeting i.e. 19-20 November, if possible. The draft timetable for 2024 (Paper P04.05.08_d1 (27)) was approved.

No.	Topic	Decisions
P04-D15	P04.05.08 2024 timetable	Draft timetable for 2024 (Paper P04.05.08_d1 (27)) approved. The summer committee meeting will be held in Teddington during the GA week of 3-7 June. The exact date will be subject to the schedule for the GA week. The 2024 stage 2 call will be open from 26 June to 30 September 2024.

P04.06 Later Calls

P04.06.01 Call scope ideas 2025

The TP guardians would need to start drafting the 2025 call scopes for Health, Integrated European Metrology, Normative (this would be the regulation call) and Research Potential, starting with the call scopes from the last call for these TPs. It was likely that there would be an SC-R meeting in the autumn, where the 2025 call scopes would be one of the topics discussed.

No.	Topic	Actions	Responsible	Due
P04-A09	P04.06.01 Call scope 2025	Respective guardians for TPs in call 2025 to provide a Call scope to the Committee for discussion at the November committee meeting. The draft call scopes to be discussed beforehand with the SC-R in early October, Dagmar to provide guardians with the latest draft of the call scopes in June.	Call 2025 Guardians	Oct 2023

P04.06.02 Regulation event in Autumn 2023 for potential regulation call in 2025

Mikko provided an overview of EURAMET's strategic ambitions regarding supporting regulation. For a number of years, the pre- and co- normative call had included a strand for regulation, however very few PRTs had been submitted to this strand. It was proposed to hold an open consultation event on regulation on the morning of 23 October 2023, in preparation for the 2025 regulation call. Potential discussion topics included; the role of metrology and traceable measurements in the identification, design, and implementation of regulations and policies, identification of stakeholder needs on metrology for regulation, identification of capabilities that were needed for policy advice, identification of priority areas where high-quality traceable data would enable or help regulatory processes, the effect of digital transformation on regulation, and the role of EURAMET and the Metrology Partnership in supporting meeting the future measurement needs in design and implementation of regulation.

It was agreed that the format of the event would need to be clarified, as it should look at a wider range of topics beyond just providing input to the PRT process. It might be appropriate to hold breakout sessions to consider specific technical areas or challenges. EURAMET needed to consider what would be the outcomes from the event, as a collection of PowerPoints would not be sufficient. A paper or list of topics would be required as a minimum outcome, and it would be important to ensure that some people were available to specifically capture the needs etc expressed at the event.

Now the date had been agreed, EURAMET needed to publicise the 'save the date', and also be clear to committee members and others about who should be invited. There should be at least one representative per relevant EMN present at the event. The Commission had agreed to give the plenary presentation on Green Deal. The aim was to collaborate with WELMEC on the event. Miruna asked who within WELMEC would be the key person with regard to organisation of the event, as the chair was very busy. Mikko indicated that it was currently the chair. Dagmar suggested that Natalia Kolibova from the steering group might be appropriate as a speaker, as she is responsible in Czechia and is the vice chair of the steering group. It was noted that the MID might be modified and this covered many areas. A small working group in TC-IM led by Stéphane Plumeri

was considering how this event would work. The event should not just address the highest levels, but also representatives of conformity assessment and advisory boards. The EMNs with links to regulation needed actively identify who are the key people in the conformity assessment advisory boards to specific regulations. National regulators should also be considered.

In addition, a Commission interservice consultation might be arranged. This would be a Commission-badged closed event, where EURAMET and WELMEC are invited guests.

No.	Topic	Actions	Responsible	Due
P04-A10	P04.06.02 Regulation Event	<p>Committee members to undertake preparatory actions to raise awareness on a national level for those who should attend the open consultation on regulation in October, like Nowomed, national conformity assessment bodies, EMNs and the appropriate person(s) on the national level for the implementation of regulations.</p> <p>Mikko to provide the link to the meeting to all EMNs and the Committee at the beginning of June.</p> <p>Contact persons within WELMEC to be defined asap.</p> <p>The potential further follow-up actions need to be defined, and might be used for further development activities within the community, such as the PRTs for 2025, more infrastructure needed, more capacity building.</p> <p>Steering Group to be informed and invited to this meeting with the potential possibility for the Co-Chair Natalia Kolibova to be a speaker at the meeting.</p>	Committee members, Mikko	Beginning Oct 2023

P04.06.03 Guardians and facilitators

Maguelonne provided an overview of the roles of the guardians and facilitators. The guardians are involved in drafting the call scopes for their TP, they attend the relevant midterm reviews for their TP, agree on the proposed referees for the midterm reviews, and review the improvement plans of any projects where a plan is required as an outcome of a midterm review. The TP facilitator's role is to follow the involvement of NMIs/DIs in proposals for a specific call, and in particular to collect the bidding information for each project. With the exception of the TP facilitators for Research Potential and Normative, the TP facilitator's role generally concludes at the end of stage 2 of the call.

Luca Callegaro had offered to act as the facilitator for Industry, and his offer had been accepted. No offers had been received for the role of TP facilitator for Fundamental, so Stéphane Plumeri had kindly offered, and this was accepted. Maguelonne would inform Luca and Stephane formally about the outcomes.

The role of TP guardian for Health had become vacant following Marc Pieksma's death. Peter Pavlasek agreed to act as the TP Health guardian and was appointed. Rado would be leaving MIRS in the next couple of months and hence will need to step down as a committee member and the guardian for Digital Transformation. Marijn van Veghel offered to take over the guardian for Digital and this was accepted. Dolores will take over as the EURAMET chairperson at the start of June 2024, and she explained that she would therefore like to step down as the guardian for Normative. Committee members were asked to volunteer for the role of TP guardian for Normative by the end of September. If no offers are received, the Chair would appoint someone at the latest by the next Committee meeting in November.

No.	Topic	Decisions
P04-D16	P04.06.03 Guardians and Facilitators Call 2023	<p>The following people had been approached and had agreed to act as TP Facilitators for Call 2023:</p> <p>Industry: Stéphane Plumeri, LNE</p> <p>Fundamental: Luca Callegaro, INRIM</p> <p>Normative: Eveline Domini, LNE</p> <p>Research Potential: Tanasko Tasic, EURAMET</p> <p>Capacity Building Coordination CSA: Tanasko Tasic, EURAMET</p>
P04-D17	P04.06.03 Guardians and Facilitators, other calls	<p>Peter Pavlasek agreed to act as the TP HLT guardian replacing Marc Pieksma and was appointed.</p> <p>Marijn van Veghel agreed to act as the TP DIT guardian replacing Rado Lapuh and was appointed.</p>

No.	Topic	Actions	Responsible	Due
P04-A11	P04.06.03 Guardians and Facilitators, other calls	Committee members to volunteer for the role of TP guardian for Normative by the end of September. If no offers are received, the Chair will appoint someone at the latest by the next Committee meeting in November.	Committee members, Maguelonne	Sep 2023

P04.07 Partnership Implementation processes

P04.07.01 Midterm review (MTR) Strategy

Dagmar explained that midterm reviews were required for the funded projects, but EURAMET was aware of the resources involved in reviewing all the projects. For the Partnership it was proposed that a selection of the projects, around $\frac{1}{3}$ to $\frac{1}{2}$ of the projects from each call, would be reviewed each year, rather than all the projects. Paper P04.07.01_d1 (31) detailed the proposed midterm review strategy and criteria for selection of the projects, which included: at least one project per TP, projects with issues identified during reporting or via other routes, new coordinator/coordinating organisation, projects that directly or indirectly followed on from an EMPIR or Partnership project that had been identified as having significant issues, projects requested by the Partnership Chair, Deputy Chair and/or TP Guardians, and a random selection. The list of criteria had been agreed with the chair and deputy chair. It was proposed to hold the meetings online (at least initially), probably in April. The online approach would however provide fewer opportunities for TP guardians to interact with the project representatives. Holding reviews for only a sample of the projects would also mean that it would be more difficult for consortia to learn from other well managed successful projects, as it would be less likely that these projects would be selected for review. Coordinators would be notified in the autumn regarding whether their project had been selected for a review. The paper and the Partnership midterm review strategy were approved.

No.	Topic	Decisions
P04-D18	P04.07.01 MTR Strategy	The MTR strategy for the Partnership presented in paper P04.07.01_d1 (31) was approved.

P04.07.02 Sanctions process

Whilst many of the processes within the EURAMET research programmes worked well, it was still necessary to have effective sanctions processes available in order to bring defaulters in line when, despite reminders etc, an organisation or project failed to meet its obligations. In EMPIR a paper detailed the various levels of sanctions, and one was therefore required for the Partnership.

In the Partnership it would be necessary to differentiate between programme level (on the level of the Partnership participating countries) and project level issues (specific to a particular project). Examples of project level issues included topics such as (i) a significant delay or failure to conclude a project consortium agreement, (ii) non submission, late submission or inadequate project reports, (iii) late submission of revised project reports, (iv) significant issues raised as a result of a midterm review etc. Three examples of programme level issues where sanctions were likely to be required included (i) late payment of annual Partnership fees, (ii) overbidding and underbidding by a country, and (iii) failure to meet co-funding requirements including reporting.

Whilst project level issues were addressed within the project's grant agreement, programme level sanctions were not. Edoardo reminded the committee that most sanctions related to projects were detailed in the Commission's documents and the grant agreement. Project level sanctions would therefore need to be in aligned with these. It should be clear what / who the decision-making body was, and decisions on sanctions would need to be made in a timely and effective manner.

It was noted that the over / under bidding limits were an internal control introduced by the committee to try to ensure fairness. Some committee members therefore considered that organisations / countries underbidding should be encouraged to participate rather than being sanctioned. Maguelonne agreed that the key programme level issues were late payment of fees and late / incomplete submission of co-funding reporting, although she noted that for co-funding the CFS might be submitted after the other documents.

Edoardo would provide Dagmar with insights into how project level sanctions were dealt with within Horizon Europe. Dagmar, the MSU, the EURAMET legal advisor, Jan and Maguelonne would develop and provide the

draft project level sanctions to the SC-R for initial discussion and to the Committee for approval for its next meeting.

It was agreed that the Maguelonne, Peter and Jan, would develop draft programme level sanctions, which would be provided by the Partnership Chair and Deputy to the SC-R for the October meeting for initial discussions. The programme level sanctions would be approved by the Partnership Committee at the meeting in November.

No.	Topic	Actions	Responsible	Due
P04-A12	P04.07.02 Sanction Process	Programme level sanctions will be provided by the Partnership Chair and its Deputy to the SC-R for the October meeting for initial discussions. Approval will be done by the Partnership Committee in November. Dagmar, MSU, legal advisor and Maguelonne will provide the draft project level sanctions to the SC- R for initial discussion and for the Committee for approval for its next meeting. Edoardo Mascalchi will provide insights as to how this is done within Horizon Europe.	Partnership Chairs, PM, MSU, Jan	Beginning Oct 2023

P04.07.03 Co-funding

Maguelonne noted that despite two years of requests EURAMET had still not received feedback from the Commission as to whether the co-funding information reported was acceptable or not, and this information was important for EURAMET. Eduardo and Dagmar would hold a bilateral call to discuss open issues regarding co-funding.

Some countries had real challenges with the CFS. Petra reported that it takes about 3 months for BEV to obtain as CFS, which costs around 18 k€, and they therefore cannot comply with the timeframe. As it is not cost effective for BEV to report every year with the CFS, they have reported all their costs in one year.

Dagmar explained that the Commission required all co-funding technical reporting in February, and hence technical reports needed to be submitted to the MSU in mid-December. The deadline for financial data to be reported to the Commission was April, hence countries needed to submit the financial data and reports to the MSU by the end of February. The 2023 co-funding report to the Commission would include an updated summary of the 2022 data. At the next committee meeting Dagmar would provide the Committee with an updated overview on all the CFS received and co-funding costs reported. In addition, she would provide an updated PowerPoint on the co-funding requirements to the next meeting.

No.	Topic	Actions	Responsible	Due
P04-A13	P04.07.03 C-funding	Dagmar to provide the Committee with an updated overview on all CFS received and co-funding costs reported. Additionally, an updated PowerPoint on the co-funding requirements to be included in the next meeting.	Dagmar	Nov 2023

P04.07.04 Tender Review Conference 2024

As requested at the previous meeting, the MSU had provided a paper (Paper P04.07.04_d1 (36)) explaining the general requirements that need to be met by a hotel for a face-to-face review conference, the specific requirements for the 2024 event, and the tender process.

No suggestions for hotels had been received from committee members following the November committee meeting. Committee members who wished to suggest hotel(s) that met the requirements for the review conferences 2024 as detailed in Paper P04.07.04_d1, should email the details to part.msu@euramet.org by 15 June 2023.

There were no questions, and the paper was noted.

No.	Topic	Actions	Responsible	Due
P04-A14	P04.07.04 2024 Review conference	Committee members who wish to suggest hotel(s) that can meet the requirements for the review conferences 2024, to email the details to part.msu@euramet.org by 15 June 2023 (see Paper P04.07.04 for requirements).	Committee members	15 Jun 2023

P04.08 Joint programme discussions

P04.08.01 Information about ongoing activities

Dagmar informed the committee that in future for the monthly update she would indicate the key topics included in the update in the title of the email.

Paper P04.08.01_d1 (35) detailed the current status as of 15 May of the negotiations for the 27 Call 2022 projects (25 originally selected plus the 2 additional ones selected at the end of March 2023). Negotiations for the two additional projects (22HLT07 and 22IEM07) were in progress. At the time of the committee meeting 23 out of the 25 grant agreements for the originally selected projects had been issued. The remaining 2 grant agreements had been delayed due to participants dropping out at the last minute and new participants joining.

Paper P04.08.01_d2 (36) on the status of the reporting for Partnership and EMPIR projects was noted.

Paper P04.08.01_d3 (37) on the status of Researcher Mobility Grants (RMGs) was noted. There would not be an RMG call in 2023 due to the lack of funds available.

Paper P04.08.01_d4 (38) detailed the statistics on referees currently registered in the EURAMET referees' database related to the Call 2023 topics.

P04.08.02 MSU audit, change of KPIs

Peter Pavlasek and Mari Aru had undertaken the annual audit of the MSU face-to-face on 4 May, and their report was available as Paper P04.08.02_d2 (40). Peter thanked everyone involved in the audit and explained that he and Mari had aimed to go as deep as possible within the audit. The MSU had been very transparent during the audit. The group was very professional and only a few possibilities for improvement had been identified. For example, the quality of the PRTs varied quite a lot, so maybe the MSU could try to improve the training for writing PRTs. Mari commented that they had been very pleased to see that a number of last year's comments had been acted on.

The auditors were a little surprised that the KPIs did not include a minimum target % to be achieved e.g. 85 %. They noted however that (a) a few of the KPIs were essentially Commission targets and (b) the MSU usually reached 100 % for many of its targets, so the auditors would need to consider carefully what might be appropriate. For example, the sanctions process for late reporting or implementation of corrective actions / improvement plans was not working very well (and much of this fell outside of the MSU's control), and this impact the MSU's ability to meet KPI 6. The auditors also considered that the original KPI 10 was not very useful, so they proposed that this KPI be removed. KPI 10 did not affect the functioning of the MSU services to its community and the Committee therefore agreed to withdraw KPI 10. Paper P04.08.02_d1 (39) included the proposed KPIs for the MSU for the Partnership (with the original KPI 10 removed), and these were approved by the committee.

No.	Topic	Decisions
P04-D19	P04.08.02 MSU audit, change of KPIs	Revised Partnership KPIs for the MSU audit approved by the Partnership Committee (original KPI 10 now removed).

P04.08.03 PM report to BoD

The PM's report to the BoD in April 2023 (Paper P04.08.03_d1 (41)) was noted.

P04.08.04 Subcommittee Membership

Rado Lapuh had announced that he would be leaving MIRS in a couple of months and hence would need to step down from the Partnership Committee and the SC-R and SC-CB. Maguelonne, on behalf of the committee, thanked Rado for all his hard work and efforts over the years, including as deputy EMPIR chair. She highlighted that this was a good example of a smaller country making a substantial contribution and impact.

Replacement members were therefore required for the SC-R and SC-CB. This was particularly important for SC-R, as this sub-committee had a large number of PRTs to review each year and it was necessary to spread the workload. For SC-CB it might be possible for Miruna to contribute under her role as EURAMET vice chair (GA). Maguelonne therefore asked committee members to consider volunteering to serve on one or more of

the sub-committees. The Member Services Manager would arrange a call for candidates for SC-R and SC-CB to be issued by the end of July, with an election held by the end of September.

No.	Topic	Actions	Responsible	Due
P04-A15	P04.08.04 Subcommittee Membership	Member Service Manager to arrange a call for candidates and subsequent election process for the Partnership sub-committee members (SC-R and SC-CB).	Member Service Manager	Jul 2023

P04.07.05 AOB

Offers to host the November 2023 committee meeting had been received from INRIM (Torino) and CMI (Prague). It was agreed that the meeting would be held in Torino on 21-22 November following the review conference, and Prague would be considered for the November 2024 meeting.

The next EURAMET General Assembly would be held in the week 3 June to 6 June 2024 at NPL in the UK, and it was anticipated that summer committee meeting would be held during that week. The exact dates would be subject to the schedule of the GA.

Maguelonne thanked Mari and her colleagues at Metroserf, plus the technical team, for the arrangements for the meeting venue and for the excellent dinner and walking tour the day before. She then closed the meeting.

Summary of decisions 4th Partnership Committee Meeting

No.	Topic	Decisions
P04-D01	P04.01.02 Adoption of the agenda	Paper P01.01.02_d1 (1) agenda for the meeting adopted.
P04-D02	P04.01.02 Minutes	Minutes of 2 nd and 3 rd Partnership meeting (Papers P04.01.02_d3 (3) and P04.01.02_d2 (2)) which had been circulated previously and uploaded to the website previously were approved.
P04-D03	P04.03.01 Call 2023 SRTs	List of white/black/grey assignment of Call 2023 PRTs (Paper P04.03.01_d3 (8)) approved, thus confirming the SRTs that would not be taken forward, the SRTs guaranteed to go forward and the SRTs which would be voted on.
P04-D04	P04.03.01 Call 2023 SRTs	List of FUN SRTs, NRM SRTs and RPT SRTs to go forward agreed (Paper P04.03.01_d3 (8)). As a result of a vote on the 7 grey zone IND SRTs (i21 to i27) (Paper P04.03.01_d2 (7)) 4 IND SRTs would go forward from the grey list (i21, i23, i24, i22) whilst 3 IND SRTs (i25, i26, i27) would not proceed.
P04-D05	P04.03.01 Call 2023 SRTs	Call 2023 SRT titles and objectives were approved (Paper P04.03.01_d1 (6)).
P04-D06	P04.03.02 Call budget and features	Maximum EU funding per project detailed in the 2023 Call Budget and Features to be increased, as per the values included in Paper P04.03.02_d1 (TP FUN from 2.3 M€ to 2.5M€), but the overall TP budgets should be revised to 17 M€ for FUN and 26 M€ for IND so they have a similar overbooking factor.
P04-D07	P04.03.04 National strategic priorities	The Partnership Committee agreed to open the possibility for all EURAMET members to add up to two SRTs to the list of national strategic priorities.
P04-D08	P04.04.02 Partnership implementation finance	Partnership implementation finance for 2024 (Paper P04.04.02_d1 (17)) approved unanimously.
P04-D09	P04.05.02 2024 Call scope Impact and Communications	Draft 2024 Call scope for CSA Impact and Communications (Paper P04.05.02_d1 (20)), accepted with the change of budget to 1.5 M€ and duration to 3 years.
P04-D10	P04.05.03 2024 DIT Call scope	Draft 2024 Call scope DIT (Paper P04.05.03_d1 (21)) accepted.
P04-D11	P04.05.04 2024 GRD Call scope	Draft 2024 Call scope GRD (Paper P04.05.04_d1 (22)) accepted.
P04-D12	P04.05.05 2024 NRM Call scope	Paper P04.05.05_d1 (23) proposing that the 2024 Call scope NRM follows the same structure and process as accepted.
P04-D13	P04.05.06 2024 RPT Call scope	Draft 2024 Call scope RPT (Paper P04.05.06_d1) accepted). Proposed initiatives for outreach to encourage those European countries outside of the Partnership to participate in future RPT Calls agreed.
P04-D14	P04.05.07 2024 Call budget and features	The following changes were agreed to the Budget and Features Table for 2024 presented in Paper P04.05.07_d2 (26): TP budgets: 1.5 M€ for CSA Impact. 30 M€ for GRD, 11.5 M€ for DIT, 5 M€ for NRM and 3 M€ for RPT. Project caps: 3.5 M€ for GRD, the other TPs remain unchanged.

P04-D15	P04.05.08 2024 timetable	Draft timetable for 2024 (Paper P04.05.08_d1) approved. The summer committee meeting will be held in Teddington during the GA week of 3-7 June. The exact date will be subject to the schedule for the GA week. The 2024 stage 2 call will be open from 26 June to 30 September 2024.
P04-D16	P04.06.03 Guardians and Facilitators Call 2023	The following people had been approached and had agreed to act as TP Facilitators for Call 2023: IND: Stephane Plumeri, LNE FUN: Luca Callegaro, INRIM CB CSA: Tanasko Tasic, EURAMET Normative: Eveline Domini, LNE Research Potential: Tanasko Tasic, EURAMET
P04-D17	P04.06.03 Guardians and Facilitators, other calls	Peter Pavlasek agreed to act as the TP HLT guardian replacing Marc Pieksma and was appointed. Marijn van Vegel agreed to act as the TP DIT guardian replacing Rado Lapuh and was appointed.
P04-D18	P04.07.01 MTR Strategy	The MTR strategy for the Partnership presented in paper P04.07.01_d1 (31) was approved.
P04-D19	P04.08.02 MSU audit, change of KPIs	Revised Partnership KPIs for the MSU audit approved by the Partnership Committee (original KPI 10 now removed).

Actions agreed at the 4th Partnership Committee Meeting

No.	Topic	Actions	Responsible	Due
P04-A01	P04.03.03 External coordination	The committee to review the potential coordination of projects by external beneficiaries again at the end of September, Dagmar to ask for further comments and suggestions at that time. Current ideas are only to open DIT and maybe RPT	Committee members, Dagmar	Sep 2023
P04-A02	P04.03.04 Call 2023 Partnering meetings	Committee members to contact the MSU (part.msu@euramet.org) if they are able to host partnering meetings for those Call 2023 SRTs that do not yet have hosts assigned.	Committee members	Asap, Jun 2023
P04-A03	P04.03.04 National strategic priorities call 2023	Dagmar/MSU to contact Committee members and all EURAMET members offering them the opportunity to email up to two national strategic priorities interests for Call 2023. Committee members and all EURAMET members to email their priorities to part.msu@euramet.org by 9 June.	Committee members and EURAMET members, Dagmar/MSU	9 Jun 2023
P04-A04	P04.03.04 Guardians and Facilitators briefing Call 2023	Dagmar to arrange and hold briefing session with the Call 2023 TP Facilitators.	Dagmar	Jun/Jul 2023
P04-A05	P04.04.03 Bidding table	Committee members to review the bidding table. Any country wishing to change their bidding figures for call 2023, to send the updated information to Maguelonne by 15 June 2023.	Committee members	15 Jun 2023
P04-A06	P04.04.03 Bidding	MSU to update the call 2023 Template 5 / facilitator sheet to separately capture the UK external bidding so that the % external participation can be calculated with and without the UK costs.	MSU	21 Jun 2023
P04-A07	P04.05.07 2024 Call budget and features	Maguelonne and Dagmar to review the indicative percentage of external participation again at the next meeting to check if the amount is enough to manage the coordination by external beneficiaries.	Maguelonne, Dagmar	Nov 2023

P04-A08	P04.05.07 Work Programme 2024	Dagmar to draft the Work Programme 2024 based on the call scopes for 2024 (Papers P04.05.02_d1 (20) to P04.05.06_d1 (24) and the budget and features 2024 Paper (P04.05.07_d2 (26)), together with the changes to the TP budgets, project caps and project durations agreed during the meeting.	Dagmar	Jul 2023
P04-A09	P04.06.01 Call scope 2025	Respective guardians for TPs in call 2025 to provide a Call scope to the Committee for discussion at the November committee meeting. The draft call scopes to be discussed beforehand with the SC-R in early October, Dagmar to provide guardians with the latest draft of the call scopes in June.	Call 2025 Guardians	Oct 2023
P04-A10	P04.06.02 Regulation Event	Committee members to undertake preparatory actions to raise awareness on a national level for those who should attend the open consultation on regulation in October, like Nowomed, national conformity assessment bodies, EMNs and the appropriate person(s) on the national level for the implementation of regulations. Mikko to provide the link to the meeting to all EMNs and the Committee at the beginning of June. Contact persons within WELMEC to be defined asap. The potential further follow-up actions need to be defined, and might be used for further development activities within the community, such as the PRTs for 2025, more infrastructure needed, more capacity building. Steering Group to be informed and invited to this meeting with the potential possibility for the Co-Chair Natalia Kolibova to be a speaker at the meeting.	Committee members, Mikko	Beginning Oct 2023
P04-A11	P04.06.03 Guardians and Facilitators, other calls	Committee members to volunteer for the role of TP guardian for Normative by the end of September. If no offers are received, the Chair will appoint someone at the latest by the next Committee meeting in November.	Committee members, Maguelonne	Sep 2023
P04-A12	P04.07.02 Sanction Process	Programme level sanctions will be provided by the Partnership Chair and its Deputy to the SC-R for the October meeting for initial discussions. Approval will be done by the Partnership Committee in November. Dagmar, MSU, legal advisor and Maguelonne will provide the draft project level sanctions to the SC- R for initial discussion and for the Committee for approval for its next meeting. Edoardo Mascalchi will provide insights as to how this is done within HEU.	Partnership Chairs, PM, MSU, Jan	Beginning Oct 2023
P04-A13	P04.07.03 Cofunding	Dagmar to provide the Committee with an updated overview on all CFS and cofunding costs received. Additionally, an updated PowerPoint on cofunding requirements to be included in the next meeting.	Dagmar	Nov 2023
P04-A14	P04.07.04 2024 Review conference	Committee members who wish to suggest hotel(s) that can meet the requirements for the review conferences 2024, to email the details to part.msu@euramet.org by 15 June 2023 (see Paper P04.07.04 for requirements).	Committee members	15 Jun 2023
P04-A15	P04.08.04 Subcommittee Membership	Member Service Manager to arrange a call for candidates and subsequent election process for the Partnership sub-committee members (SC-R and SC-CB).	Member Service Manager	Jul 2023

PAPER LIST

Reference number	No	Title	Action required	Author
P04.01.02_d1	1	Draft agenda	for approval	Dagmar
P04.01.02_d2	2	Minutes from P03	for approval	Fiona
P04.01.02_d3	3	Minutes from P02	for information	Maguelonne
P04.02.01_d1	4	Partnership State of play	for information	Mans
P04.02.01_d2	5	Steering Group update	for information	Maguelonne, Jörn
P04.03.01_d1	6	SRTs call 2023 objectives	for information	Dagmar
P04.03.01_d2	7	PRTs for voting on grey list Call 2023	for voting	Fiona
P04.03.01_d3	8	List of PRTs Call 2023 white/black/grey assignment	for approval	Fiona
P04.03.01_d4	9	PRTs submitted in 2023	for information	Fiona
P04.03.01_d5	10	Reasons for non selection for Call 2023 PRTs	for information	Fiona
P04.03.02_d1	11	Budget and features table 2023	for approval	Fiona
P04.03.04_d1	12	National strategic priorities	for discussion	Fiona
P04.03.04_d2	13	Partnering meetings virtually/hybrid 2023 update	for information	Dagmar / Fiona
P04.03.05_d1	14	Timetable for 2023	for information	Fiona
P04.03.05_d2	15	Work programme 2023	for information	Dagmar
P04.04.01_d1	16	Partnership implementation finance lifetime	for information	Dagmar
P04.04.02_d1	17	Partnership implementation finance 2024	for approval	Dagmar
P04.04.03_d1	18	Partnership Budget plan	for information	Maguelonne
P04.04.03_d2	19	Bidding table update	for information	Erkki
P04.05.02_d1	20	CSA Impact Comms 2024	for discussion	Dagmar
P04.05.03_d1	21	DIT 2024	for discussion	SC R
P04.05.04_d1	22	GRD 2024	for discussion	SC R
P04.05.05_d1	23	NRM call scope 2024	for discussion	SC R
P04.05.06_d1	24	RPT call scope 2024	for discussion	SC CB
P04.05.07_d1	25	Work programme 2024	for discussion	Dagmar
P04.05.07_d2	26	Budget and features table 2024	for information	Fiona
P04.05.08_d1	27	Timetable for 2024	for information	Fiona
P04.06.01_d1	28	Call scopes 2025 status	for discussion	Maguelonne
P04.06.02_d1	29	Regulation event Autumn 2023 for Call 2025	for information	Mikko
P04.06.03_d1	30	Guardians and facilitator	for information	Maguelonne
P04.07.01_d1	31	MTR Strategy	for information	Mara
P04.07.02_d1	32	sanctions process	for approval	Dagmar
P04.07.03_d1	33	Co-funding status	for information	Dagmar
P04.07.04_d1	34	Tender process Review Conference 2024	for information	Lucy
P04.08.01_d1	35	Negotiation process status Call 2022	for information	Fiona
P04.08.01_d2	36	Partnership/EMPIR reporting	for information	William
P04.08.01_d3	37	Researcher Grant status	for information	Nikos
P04.08.01_d4	38	Statistics on referees currently registered	for information	Lucy
P04.08.02_d1	39	KPIs for MSU audit proposal	for approval	Peter, Mari
P04.08.02_d2	40	Report on the MSU audit	for information	Peter, Mari
P04.08.03_d1	41	PM's report to BoD	for information	Dagmar

List of Participants

A) Partnership Committee - Representatives

N°	Country	Name	Organisation & position
1	Austria	Petra Milota	BEV, Partnership Committee Member
2	Belgium	Miruna Dobre	SMD, Partnership Committee Member
3	Bosnia and Herzegovina	Alen Bošnjaković	IMBiH, Deputy Partnership Committee Member
4	Croatia	Lovorka Grgec Bermanec	DZM, Partnership Committee Member
5	Czech Republic	Peter Kiska	CMI, Deputy Partnership Committee Member
6	Denmark	Michael Kjaer	DFM, Partnership Committee Member
7	Estonia	Mari Aru	Metrosert, Partnership Committee Member
8	Finland	Erkki Ikonen	VTT, Partnership Committee Member
9	France	Maguelonne Chambon	Partnership chair LNE, Partnership Committee Member
10	France	Stéphane Plumeri	LNE, Deputy Partnership Committee Member (representative for France at the meeting)
11	Germany	Annette Röttger	PTB, Deputy Partnership Committee Member (representative for Germany at the meeting)
12	Germany	Jörn Stenger	EURAMET Chairperson, PTB, Partnership Committee Member
13	Hungary	Zsolia Nagyné Szilagyi	BFKH, Partnership Committee Member
14	Ireland	Paul Hetherington	NML, Partnership Committee Member
15	Italy	Filippo Levi	INRIM, Partnership Committee Member
16	Lithuania	Arunas Gudelis	FTMC, Partnership Committee Member
17	Netherlands	Marijn van Veghel	VSL, Partnership Committee Member
18	Norway	Geir Samuelson	JV, Partnership Committee Member
19	Poland	Adam Brzozowski	GUM, Partnership Committee Member
20	Portugal	Isabel Araújo Godinho	IPQ, Partnership Committee Member
21	Slovakia	Peter Pavlasek	Partnership Deputy Chair SMU, Partnership Committee Member,
22	Slovenia	Rado Lapuh	MIRS, Partnership Committee Member
23	Spain	Dolores del Campo	CEM, Partnership Committee Member
24	Sweden	Jan Johansson	RISE, Partnership Committee Member
25	Turkey	Mustafa Cetintas	TÜBITAK UME, Partnership Committee Member

B) EURAMET officials, observers and invited guests

N°	Country & Organisation	Name	Function in the Meeting
26	EURAMET	Dagmar Auerbach	Programme Manager
27	EURAMET MSU	Fiona Redgrave	Keeper of the minutes, Deputy Programme Manager

28	EURAMET	Mikko Merimaa	General Secretary
29	EURAMET	Jan Rethmeier	Legal advisor
30	EURAMET	Julien Vuillemin-Toledo	Member Services Manager
31	DG Research and Innovation, CE	Edoardo Mascalchi	Representative of DG Research and Innovation, CE
32	DG Research and Innovation, CE	Mans Lindberg	Representative of DG Research and Innovation, CE
33	Romania	George-Florian Popa	INM, EMPIR Committee Member
34	Serbia	Nikola Petrovic	DMDM, Deputy EMPIR Committee Member
35	Switzerland	Peter Blattner	METAS, EMPIR Committee Member
36	United Kingdom	Louise Wright	NPL, EMPIR Committee Member

Apologies for absence

N°	Country & Organisation	Name	Function in the Meeting
37	Bulgaria	Antoaneta Yovcheva	BIM, EMPIR Committee Member
38	Greece	Alexandros Lefkopoulos	EIM, EMPIR Committee Member