Attachment 3

How does the EMPIR process work?

The implementation processes for EMPIR in order to develop the work is done in stages. The general call topic is decided upon much earlier than the concrete details of the selected research topics. A brief outline as presented here:

1. Most, but not all calls for **Targeted Programmes** (TP)[1] under the European Metrology Programme for Innovation and Research (EMPIR) are implemented in two stages: a stakeholder consultation followed by a call for proposals.
2. The first **"Potential Research Topic"** (PRT) stage invites interested stakeholders - and this comprises a huge variety of representatives from science, industry and other stakeholders - to propose relevant research actions under the TP. The PRT stage is a bottom-up driven identification process for metrology research needs. PRT consultations are typically launched at the beginning of the year and are open for about 6 weeks. A PRT consultation is not to be compared to a first stage of a two-stage call implementation under Horizon 2020 - the outcome of this first consultation is not binding in any way. It merely aims at identifying the topics that will be covered by the calls without any evaluation of the stakeholders that propose or of the detailed activities required to meet the identified needs.
3. An **EMPIR Sub-Committee**[2] sifts the outcome of the PRT consultation and compiles a list of **"Selected Research Topics"** (SRT). This process involves the selection of parts of one or more PRTs into one SRT and the refinement of the objectives.
4. The **EMPIR Committee** decides on the proposed list of SRTs - as prepared by the EMPIR Sub-Committees – following debate and modification of the proposed objectives for each SRT.
5. Following the decision, calls are launched allowing the whole summer period for the proposers to write their **Joint Research Projects** (JRPs). Partnering events that support consortia building are organised at the beginning of the period; the deadline is set in early October.
6. The majority of proposals submitted are evaluated at a **Review Conference**, where representatives of all submitted proposals present the proposed work on posters, and evaluators can clarify any open issues in direct dialogue. At the end of the conference, reviewers agree on the evaluation results for the proposals, and establish a ranked list for all proposals submitted to one TP. The evaluators are appointed on similar terms and conditions to those used in H2020 ensuring their independence. They receive the proposals to review prior to the Review Conference, but they do not submit individual evaluation reports, after they meet the representative of the proposers at a poster and seek clarification about any part of the proposal they need, they meet together to compare their individual assessments and formulate a set of formal questions to be asked to the representative. The questions are then put to the representative by the evaluators and answers recorded. The evaluators then meet again to complete a joint evaluation report, recording comments and marks against the evaluation criteria. The procedures ensure equal treatment of proposals by timetabling the interactions between the evaluators and proposers – ensuring equal opportunity for debate, and close monitoring of the process by the facilitators, Programme Manager and Independent Observer.
7. For Support for Impact actions[3], evaluation without a discussion between evaluators and proposers in a traditional **Consensus Group** is current practice.
8. On the basis of the evaluation results, the **EMPIR Committee** decides on the funding list, i.e. the proposals selected for preparation of the grant agreement. It does not change the order of the ranked list, merely decides where the line is drawn that separates those to be funded from those not selected for funding.

[1] TPs comprise calls such as fundamental metrology research, metrology research related to the international system of units, metrology research for grand challenges (health, energy, and environment), metrology research for industry, metrology for pre- and co-normative research etc.

[2] Currently, two EMPIR Sub-Committees exist. The EMPIR Sub-Committee Research is responsible for research related PRT stages, the EMPIR Sub-Committee Capacity Building is responsible for Capacity Building activities.

[3] Support for Impact actions are coordination and support actions. Research and development activities are not eligible to be funded in SIPs, instead there is a clear focus on dissemination and exploitation activities.