



# Integrated Arctic Observation System

Research and Innovation Action under EC Horizon2020  
Grant Agreement no. 727890

Project coordinator:  
Nansen Environmental and Remote Sensing Center, Norway


## Deliverable 8.3

### Terms of reference – Advisory panels

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1	NERSC	0.1	24	Terradue	
2	UiB		25	GINR	
3	IMR		26	UNEXE	
4	MISU		27	NIVA	
5	AWI		28	CNRS	
6	IOPAN		29	U Helsinki	
7	DTU		30	GFZ	
8	AU		31	ARMINES	
9	GEUS		32	IGPAN	
10	FMI		33	U SLASKI	
11	UNIS		34	BSC	
12	NORDECO		35	DNV GL	
13	SMHI		36	RIHMI-WDC	
14	USFD		37	NIERSC	
15	NUIM		38	WHOI	
16	IFREMER		39	SIO	
17	MPG		40	UAF	
18	EUROGOOS		41	U Laval	
19	EUROCEAN		42	ONC	
20	UPM		43	NMEFC	
21	UB		44	RADI	
22	UHAM		45	KOPRI	
23	NORUT		46	NIPR	
			47	PRIC	

DISSEMINATION LEVEL		
PU	Public, fully open	X
CO	Confidential, restricted under conditions set out in Model Grant Agreement	
CI	Classified, information as referred to in Commission Decision 2001/844/EC	

**EXECUTIVE SUMMARY**

This document describes the role and terms of reference of the Advisory Panel of INTAROS. At the first meeting of the Panel (held on 11 January 2018) it was decided to merge the *Stakeholder and Innovation Advisory Panel* and the *Scientific and Technical Advisory Panel*, into one Panel. This Panel has so far seven members who were appointed before the first meeting. The Panel can be extended with additional members. The members of the Panel will be invited to attend the General Assembly meetings once per year and review the progress during the last year. The panels can make recommendations to the Steering Committee and the Executive Board.

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## 1. Introduction

INTAROS has an Advisory Panel to give advise and evaluate results on the scientific – technical development as well as the stakeholder and innovation activities of the project. The Panel will have 7 – 10 members who will be invited to attend the General Assembly meetings once per year and review the progress during the last year. In addition, the panels can participate in project activities like workshops and stakeholder events.

The panel will help to establish links to other related projects and programmes and for advising on the project’s scientific approach and orientation in collaboration with the Steering Committee. It is comprised of selected key experts with relevant technical and scientific background. The panel will also include representatives of the selected key stakeholders to attract more users and identify ways to improve usage of data and information from society to science and vice versa. The panel will be invited to contribute to the development of the roadmap for the future sustainable Arctic Observing System in WP 1.5

## 2. Terms of reference for the Advisory Panel

**Objective:** The Advisory Panel shall advise the Steering Committee (SC) and Executive Board (EB) on scientific/technical work, stakeholder engagement and innovation management performed within the thematic areas of INTAROS.

**Membership:** The panel shall have 7-10 members and fulfill the gender balance requirements from the Gender and Diversity plan (40-60). Members of the panel will be appointed and steered by the EB. The chair will be appointed by the EB in agreement with the members. The members will sign a non-disclosure agreement with the consortium, which is not less stringent than the Consortium Agreement. The non-disclosure agreement shall be signed before any confidential information is exchanged and not later that 30 days after nomination.

**Operation:** The panel shall have one official meeting once per year, preferable in connection with the General Assembly. The meeting shall be led by the chair. The panel shall evaluate the progress of the project and give recommendations for further work. The panel shall have access to all the project documents needed for the evaluation. The chair will compile an evaluation and recommendation report after each meeting. The Coordinator will write minutes of the meetings. The evaluation report and the minutes will be forwarded to the Steering Committee and be accessible for the whole consortium.

**Deliverables:** The panel will deliver an evaluation report with recommendations once per year within 6 weeks after each General Assembly.

## 3. Changes in Terms of References

The terms of reference for the Panel can be revised by the EB based on proposals from the SC or the panel members.

## 4. Members of the Advisory Panel as of 11 January 2018

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# INTAROS

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Project partners:

