

ASc&T Permanent Industry Forum. Terms of Reference

(These Terms of Reference of the ASc&T Permanent Industry Forum has been endorsed by the TIARA Governing Council the day 2023.)

I. Mission and goals

This Accelerator Science and Technology Permanent Industry Forum (Forum in the following) is established with the mission of bringing together the industry and the Accelerator Science and Technology (ASc&T) community, to foster a coordinated approach in advancing knowledge, increase integrated innovation capacities and addressing together societal challenges.

The main goals the Forum should pursue are the following:

1. Establish a long-term co-innovation strategical cooperation between industry and research institutions, beyond the scope and time frame of specific projects.
2. Provide support for the definition of the accelerator Science and Technology road-maps, following an integrated approach that takes into account the resources and the capabilities available, or to be developed, at both Research Institutions and Technological Infrastructures (RI&TI) and Industry.
3. Outline strategies to remove obstacles that limit the optimal exploitation of the synergistic cooperation between industry and RI&TI.
4. Indicate possible actions to fully develop the European industrial potential and respond to possible specific industry needs, such as:
 - a) exploitation of opportunities for industrial involvement across the broader spectrum of scientific sectors (Fusion, Space, Astrophysics, ...);
 - b) achievement of appropriate critical mass on the ASc&T activities;
 - c) promotion of stronger internal coordination of the industrial companies involved in the ASc&T field;
 - d) consolidation of the competitiveness of the European Industry worldwide.
5. Produce a periodic assessment, based on well-defined criteria, of the degree and effectiveness of cooperation between research institutions and industry and further possibilities for improvement.

The Forum will have the possibility to spawn working groups, formed with the possible participation of external experts, to address specific issues within defined time frames.

II. Composition and Coordination

a) Membership

The Forum is composed by:

1. between 5 and 10 representatives of the industrial partners, who are actively engaged in collaborating with the RI&TI to develop Accelerator technologies, materials and components. The representation should be balanced across small, medium and large companies, technology sectors and the different European countries.
2. An identical number of representatives of the ASc&T European Centers and Institutions who
 - have been playing key roles in important R&D Accelerator R&D programs;
 - have matured a consolidated experience in interacting with industry for procurement or TT activities related to Accelerators technologies;
 - has been involved in coordinating activities in the context of European Accelerator projects.
3. One or two representatives of the CERN ILO-Forum.

The TIARA coordinator is an ex-officio member of the Forum.

The Forum will be co-chaired by two Forum members, one selected by the industrial representatives among them and the other by the RI&TI representatives.

All the members serve for the same three years terms, renewable up to 2 times. One year before the terms expire, the TIARA coordinator prepares a new list of members, with a minimum of 3 new members, to guarantee a smooth gradual renewal of the forum. If the need arises to extend the industrial or scientific representation within the Forum, the chair of the Forum can also ask the TIARA coordinators to add new members, subject to the above rules. The list is then ratified by the TIARA Collaboration Council at the first opportunity.

Members who resign during the term are replaced by new members proposed by TIARA.

b) Meetings and Attendance

The Forum should meet at least twice per year. The meetings and their agenda are announced via the Forum mailing list at least two months in advance and can take place either in presence or remotely. Remote participation is always envisaged.

All documents and information submitted to or produced by the Forum remain confidential, unless otherwise determined.

Summary record of the meetings are produced by the co-chairs and circulated at least one month before the next meeting when they are formally approved.

The co-chairs may occasionally invite other external experts to contribute to the activities and discussion of the Forum.

III. Decision making

Every statement, advice, suggestion or study produced by the Forum is explicitly approved by a desirable unanimity of its members and, failing that, by at least 2/3 of the members, with a minimum quorum of 4/5 of the members present.

In reporting the deliberations of the Forum, the reasons for dissent are mentioned on initiative of the Chair or on request of the dissenting members.

IV. Reporting

The Forum reports via its Chair to the TIARA Collaboration Council every year on the status and outcomes of the activities, presenting also any communication that the Forum ask to transmit to TIARA .

TIARA can at any time submit requests of feedback to the Forum on specific issues or invite the Forum to cooperate in initiatives promoted by the Board itself

V. Support for the activities

Financial support for Forum activities such as meeting logistics (meeting rooms, catering, etc) may be provided by TIARA, up to certain limit, at the request of the Forum chairperson and must be authorized by the TIARA coordinator. Secretarial support, when needed, is expected to be provided by the Forum chairperson Institution.

VI. Coordination with specific projects

To avoid duplication or lack of coordination on industrial aspects among the individual initiatives and projects of the ASc&T community, the Forum will act as a high-level body that may provide support to the projects to create the industrial committees and groups that specifically may request.

But, in any case, reporting and coordination of these specific industry groups with the Forum will be strongly encouraged, as a guarantee to maintain a coherent integrated industrial strategy within the ASc&T community.