

CALL FOR EXPRESSIONS OF INTEREST

CALL ADDRESSED TO INDIVIDUALS FOR THE ESTABLISHMENT OF A DATABASE OF PROSPECTIVE INDEPENDENT EXPERTS TO ASSIST THE SESAR JOINT UNDERTAKING FOR TASKS IN RELATION TO ITS AIR TRAFFIC MANAGEMENT RESEARCH AND DEVELOPMENT ACTIVITIES

SPECIFICATIONS AND CONDITIONS

1. INTRODUCTION

1.1. THE SESAR PROGRAMME

SESAR® (Single European Sky ATM Research) is a programme that aims at developing a new generation of Air Traffic Management (ATM) system in Europe. SESAR is set up in three phases: a definition phase; a development phase and a deployment phase:

- The definition phase (2004-2008) aimed at defining the different technological steps to be taken, the priorities in the modernisation programmes and the operational implementation plans. This phase was co-financed by the European Community and by the European Organisation for the Safety of Air Navigation (EUROCONTROL).

The definition phase was carried out, under the responsibility of EUROCONTROL, by a consortium of undertakings chosen after a public call for tender. It finished in May 2008 and resulted in the "European Air Traffic Management Master Plan" (*ATM Master plan*), for the European Council endorsement. This plan includes the work programme for the implementation of the target concepts, as well as the different deployment strategies.

- The ongoing development phase (2008-2013), recently started, will:
 - (i) develop new equipments, systems and/or standards, and
 - (ii) ensure a convergence towards a fully interoperable ATM system in Europe.
- The deployment phase (2014-2020) will consist in the large scale production and implementation of the new ATM infrastructure. The infrastructure should be composed of fully harmonised and interoperable components which contribute to the development of high performance, safe and sustainable air transport infrastructure in Europe.

1.2. THE SESAR JOINT UNDERTAKING

The mission of the SJU, created under Article 171 of the Treaty establishing the European Community, is to ensure the modernisation of the European air traffic management system by coordinating and concentrating all relevant research and development efforts undertaken by its members. The SJU is responsible for the implementation of the *ATM Master Plan* and for carrying out specific activities aiming at developing the new generation air traffic management system capable of ensuring the safety and fluidity of air transport worldwide over the next thirty years. Further information on the activities of the SJU is available at: http://www.sesarju.eu/public/subsite_homepage/homepage.html.

To execute its mission, the SJU carries out a harmonised and consistent ATM Network R&D work programme established on the basis of the SESAR Definition Phase findings, preparing for the development and deployment of the relevant improvements and systems from 2013.

It is a consolidated and integrated Work Programme, involving most of the ATM stakeholders, where new SESAR Operational Improvements and associated enablers will be progressively developed for integration into the European ATM network in order to enhance its capacity, safety and efficiency.

The SESAR work programme describes the activities to be performed by the Stakeholders during the SESAR Development Phase. It includes:

- The establishment of the required operational procedures and preparation of an implementation process;
- The operational/technological research and validation;
- Large scale validation activities for mature concepts and solutions (e.g. real-time simulations, flight trials, etc.);
- The development and integration of prototypes required for preoperational validations;
- The provision of material to support standardisation and implementing rules;
- The development, upgrade and integration required for the validation infrastructure, methods and tools; and
- The performance assessment (Operational and System) including the Cost Benefit Analysis.

2. PURPOSE OF THE CALL & TASKS

The SESAR Joint Undertaking (SJU) hereby invites applications from individuals with a view to establishing a database of independent experts who could be called on in connection with:

- the organisation and coordination of the SESAR development phase activities, and/or
- the technical work of research and development, monitoring, validation and study to be carried out under the SJU authority.

On the basis of the received applications, the SJU will:

- establish a database of independent experts who meet the criteria set out under point 2.2 and 3 below, and
- appoint, on the basis of objective and non-discriminatory criteria, independent experts to assist the SJU:
 - o in the evaluation of proposals,
 - o in the technical monitoring of technical projects, or
 - o for any other purposes where specific expertise might be required.

Services are to be provided in principle at the SJU's premises in Brussels, Belgium. However, work may also be carried out at another location if required.

3. REQUIREMENTS

The SJU is looking for highly skilled prospective independent experts that will support the SJU during the SESAR Development Phase.

3.1. ELIGIBILITY

This call for expressions of interest is open to any individual person wishing to apply and who is established in the EU or EUROCONTROL member states.

The candidates shall:

- Have a university degree or a comparable professional qualification relevant to one or more areas of expertise listed below,
- Have a minimum of 10 years professional experience in one or more of the technical disciplines listed below,
- Have an experience in the air transport or comparable sectors,
- Have a knowledge and experience of R&D or studies activities.

The SJU reserves the right to request any documentary evidence it deems necessary in order to verify candidates' skills and knowledge.

Please note that it is the responsibility of the candidate to inform the SJU immediately of any changes to their administrative and technical details which would result in a change to their original application.

3.2. SKILLS AND KNOWLEDGE IN SPECIFIC AREAS OF EXPERTISE

Prospective independent experts are expected to have a high level of professional experience in the public or private sector in one or more of the following areas of activities in relation with the fields of competence of SESAR:

- Air Traffic Control/Management operations,
- Communication Navigation Surveillance (CNS)/ATM systems specifications, architecture and development,
- Avionics systems specifications, architecture and development,
- Validation,

- Certification,
- Human Factors,
- Safety,
- Security,
- Standardisation,
- Economic and financial analysis,
- Environmental analysis,
- Regulatory affairs, in particular in relation with the Single European Sky.

The experience of participation in international technical working groups or forums such as in ICAO, EUROCONTROL, EUROCAE, EASA will be considered an asset.

3.3. LANGUAGE SKILLS

Prospective independent experts must also have appropriate language skills. Please note that the working languages of the SJU are French and English. The candidates are required to have a good knowledge of the English language and a proven capability to follow meetings, to report proceedings and to draft technical texts in this language.

4. SUBMISSION OF APPLICATIONS

4.1. REQUIRED DOCUMENTATION FOR APPLICATION

For applications to be valid and eligible for consideration, the candidates are required to submit by e-mail to call0001@sesarju.eu the following documents detailing their eligibility, skills and knowledge:

- A curriculum vitae in EU format (available at: <http://europass.cedefop.europa.eu/europass/home/vernav/Europass+Documents/Europass+CV/navigate.action>), and
- The Expert Application Form attached hereto as Annex 1.

The title and exact reference of the call for expressions of interest should be indicated in the subject of the e-mail.

Applications where the format and/or content of the Europass CV and/or Expert application form (i.e., attached hereto in Annex 1) have been modified will be deemed void.

Please note that the information provided in your application is subject to EU legislation on protection of personal data and confidentiality of information.

4.2. EXPIRY DATE OF THE LIST RESULTING FROM THE CALL FOR EXPRESSIONS OF INTEREST

The database of prospective independent experts will remain valid for three years from the date of dispatch of this notice to the Office for Official Publications of the European Communities (i.e. 23 June 2008).

Any individual interested may submit an application at any time during the period of validity of the database, with the exception of the last three months. In other words, applications will not be accepted after 23 February 2011.

4.3. OTHER INFORMATION

Early application for this call is particularly encouraged, in order to allow the SJU to make use of the database of independent experts as soon as possible in the Development Phase.

The SJU intends to proceed to the first assessment of submitted applications as soon as possible and, subsequently, in the second and last quarter of each year.

No correspondence will be exchanged on the status of the application except in the case of a final decision, positive or negative. Candidates are therefore formally requested not to enquire about the progress of their application neither by email, telephone, fax or letter.

Queries relating to the present call for Expressions of Interest should be sent in writing to following e-mail address: procurement-experts@sesarju.eu.

5. SELECTION, APPOINTMENT LETTER AND REMUNERATION

Experts will be selected on a case-by-case basis, according to the relevance of their education, expertise, experience and interests to the activities at hand.

Selected independent experts will receive from the SJU an appointment letter, which will allow them to claim for a flat rate sum per day of work in accordance with the scale valid within the SJU at the time of signature of the appointment letter. Their travel and subsistence expenses will be reimbursed on the basis of the provisions in force within the SJU. The appointment will be between the selected independent expert and the SJU.

Inclusion on the database entails no obligation on the part of the SJU or concerning the award of a contract.

Independent experts will be requested to commit themselves to respect applicable national legislation (including taxation) with regards to any payment received from the SJU and with regards to social security matters and working rights.

Upon request by any competent national authorities, the SJU may inform the authorities about any payment made for the performance of the duties assigned to the independent expert.

6. ABSENCE OF CONFLICT OF INTEREST

So as to ensure the independence of the support to be provided, appointed independent experts will be required to sign a declaration certifying that there is no conflict of interest at the time of appointment and that they undertake to inform the SJU if any conflict should arise in the course of providing their opinion or carrying out their duties.

Throughout the entire duration of their tasks, the appointed experts shall demonstrate the appropriate devotion to duty and observe complete confidentiality of the information and documents brought to their attention.

7. PROMOTION OF EQUAL OPPORTUNITIES

The SESAR Joint Undertaking is an equal opportunity employer and strongly encourages applications from all candidates who fulfill the eligibility and selection criteria without any distinction on the grounds of nationality, age, race, gender, political, philosophical or religious conviction or sexual orientation and regardless of disabilities, marital status or other family situation.

ANNEX 1

**EXPERT APPLICATION FORM
FOR THE ESTABLISHMENT OF A DATABASE OF PROSPECTIVE INDEPENDENT EXPERTS TO ASSIST
THE SESAR JOINT UNDERTAKING FOR TASKS IN RELATION TO ITS AIR TRAFFIC MANAGEMENT
RESEARCH AND DEVELOPMENT ACTIVITIES**

Please note that only applications using the CV in EU format (available at the following address <http://europass.cedefop.europa.eu/europass/home/vernav/Europass+Documents/Europass+CV/navigate.action>) and the attached application form, both duly submitted by e-mail, are accepted for this call.

1. Please read carefully the specifications and conditions of the call for expressions of interest before applying.
2. Please pay attention to providing complete, true, accurate and viable data and contact details:
 - The SJU assumes the truthfulness of the information provided in the CV and application form;
 - The SJU might at all times request written documents supporting the provided information;
 - If the provided information appears to be incorrect or if on request written evidence is not received within two calendar weeks, the SJU reserves the right to delete the information from its database of prospective independent experts;
 - The SJU cannot be held liable for use of incorrect information obtained via the application form.

Personal & contact details	
<i>Title (i.e. Mrs., Ms, Mr., Dr.)</i>	
<i>Family name</i>	
<i>First name(s)</i>	
<i>Date of birth</i>	
<i>Town of birth</i>	
<i>Country of Birth</i>	
<i>First Nationality</i>	
<i>Second Nationality (if applicable)</i>	
<i>Organisation name (if applicable)</i>	
<i>Street</i>	
<i>Town/City</i>	
<i>Country</i>	
<i>Postal code</i>	
<i>PO Box</i>	
<i>Telephone</i>	
<i>Mobile telephone</i>	
<i>Fax Number</i>	
<i>E-mail</i>	
<i>Above contact information (address + telecommunication) is</i>	<input type="checkbox"/> <i>Private</i> <input type="checkbox"/> <i>Business</i>

Professional details & areas of expertise	
<i>Current position</i>	
<i>Number of years of relevant professional experience</i>	
<i>I am familiar with the following sectors</i>	<input type="checkbox"/> <i>Air Traffic Control/Management operations</i> <input type="checkbox"/> <i>Communication Navigation Surveillance (CNS)/ATM systems specifications, architecture and development</i> <input type="checkbox"/> <i>Avionics systems specifications, architecture and development</i> <input type="checkbox"/> <i>Validation</i> <input type="checkbox"/> <i>Certification</i> <input type="checkbox"/> <i>Human Factors</i> <input type="checkbox"/> <i>Safety</i> <input type="checkbox"/> <i>Security</i> <input type="checkbox"/> <i>Standardisation</i> <input type="checkbox"/> <i>Economic and financial analysis</i> <input type="checkbox"/> <i>Environmental analysis</i> <input type="checkbox"/> <i>Regulatory affairs, in particular in relation with the Single European Sky</i> <input type="checkbox"/> <i>R&D and/or studies activities</i> <input type="checkbox"/> <i>Air transport</i> <input type="checkbox"/> <i>Comparable sectors, please specify:.....</i>
Complementary information	
<i>Highlights of my professional profile</i>	<i>Please give below the highlights of your professional career relevant to the requirements of this call for expressions of interest</i> (Maximum 1000 characters)
<i>Studies, works, publications related to the areas of expertise listed hereabove</i>	<i>Please provide a list of studies, works, theses, patents, publications and other significant work you have done</i> (Maximum 1000 characters)

Languages																					
<i>Languages</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><i>Languages</i></th> <th style="text-align: center;"><i>Written</i></th> <th style="text-align: center;"><i>Reading</i></th> <th style="text-align: center;"><i>Conversation</i></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><i>English</i></td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> </tr> <tr> <td style="text-align: center;"><i>French</i></td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> </tr> <tr> <td style="text-align: center;">...</td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> </tr> <tr> <td style="text-align: center;">...</td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> <td> <input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i> </td> </tr> </tbody> </table>	<i>Languages</i>	<i>Written</i>	<i>Reading</i>	<i>Conversation</i>	<i>English</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<i>French</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	...	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	...	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>	<input type="checkbox"/> <i>Elementary</i> <input type="checkbox"/> <i>Average</i> <input type="checkbox"/> <i>Good</i> <input type="checkbox"/> <i>Mother tongue</i>
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<p><i>Earlier evaluation/reviewing experience</i></p>	<p><i>Please detail below any relevant experience in evaluating and/or reviewing projects</i> (Maximum 1000 characters)</p>
<p><i>Additional information related to this call for expressions of interest</i></p>	