



EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR INTERNATIONAL PARTNERSHIPS
DIRECTORATE GENERAL FOR NEIGHBOURHOOD AND ENLARGEMENT NEGOTIATIONS

CALL FOR APPLICATIONS FOR THE SELECTION OF MEMBERS OF THE HIGH-LEVEL EXPERT GROUP ON SCALING UP SUSTAINABLE FINANCE IN LOW- AND MIDDLE-INCOME COUNTRIES

The Commission is looking for senior, highly qualified experts from a variety of backgrounds in the field of sustainable finance to inform the upcoming Commission Sustainable Finance Strategy for low- and middle-income countries.

1. BACKGROUND

Mobilizing private capital for an inclusive and sustainable transition in which no one is left behind will be critical to collectively deliver on the Paris Agreement¹ objectives, the Sustainable Development Goals² (SDGs) as well as to close the global infrastructure investment gap. The EU's Green Deal³ and the Global Gateway⁴ strategies are some of the key examples of the EU efforts in this direction.

The COVID-19 pandemic has had a dramatic impact on all countries, but more adversely on low- and middle-income countries, reversing years of progress towards their sustainable development.

The OECD⁵ estimates that COVID-19 has caused an overall decline in resources of USD 700 billion, and an increase in needs of USD 1 trillion so that the SDG annual funding gap in developing countries of USD 2.5 trillion before the pandemic could increase by 70% post-COVID-19 to USD 4.2 trillion (EUR 3.7 trillion).

While the problem is daunting there is more than enough capital in the world. According to the same OECD report, over USD 379 trillion of total assets are held by banks, institutional investors and asset managers. Shifting around 1.1% of the total financial assets would be enough to fill the growing funding gap to reach Sustainable Development Goals.

However, private capital is still far from flowing towards sustainable projects in low- and middle-income countries at the scale and speed required to meet the Paris Agreement objectives and the Sustainable Development Goals. Scaling up sustainable finance in those countries remains a challenge.

¹ Paris agreement, United Nations, 2015, https://unfccc.int/sites/default/files/english_paris_agreement.pdf

² "Transforming our world: the 2030 agenda for sustainable development", United Nations, <https://sustainabledevelopment.un.org/content/documents/21252030%20Agenda%20for%20Sustainable%20Development%20web.pdf>

³ Communication from the Commission to the European Parliament, the European Council, the Council, the European Economic and Social Committee and the Committee of the Regions on The European Green Deal, 11 December 2019, COM(2019) 640 final, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=COM%3A2019%3A640%3AFIN>

⁴ Joint Communication to the European Parliament, the Council, the European Economic and Social Committee, the Committee of the Regions and the European Investment Bank on The Global Gateway, 1 December 2021, JOIN(2021) 30 final, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=JOIN%3A2021%3A30%3AFIN>

⁵ OECD (2020), [Global Outlook on Financing for Sustainable Development 2021: A New Way to Invest for People and Planet](#), OECD Publishing, Paris.

This is the reason why the Commission, in July 2021, announced in its Strategy for Financing the Transition to a Sustainable Economy⁶ that it will develop an ambitious strategy aiming at further accelerating the flow of international and domestic private capital towards sustainable investments in low- and middle-income countries.

To inform the Commission on the most pressing issues to address, an expert group composed of senior, highly qualified experts in the area of sustainable finance will be set up. It will be mandated to provide state-of-the-art recommendations to the Commission about transformative and innovative actions the EU can take to scale up sustainable finance in low- and middle-income countries.

These recommendations should build on the EU sustainable finance experience and frameworks, as well as on the developments in the field at international level (including at G20 Sustainable Finance Working Group, the G20 Development Working Group, the G7 Development Track and the International Platform on Sustainable Finance), while taking into account the specific challenges of low- and middle-income countries.

The group's report will be publicly accessible at the end of the group's mandate, as it will represent an important contribution to the policy debate and the forthcoming Sustainable Finance strategy for low- and middle-income countries. The strategy will be instrumental to unlock the private capital needed to implement the EU Global Gateway plan aiming at supporting strategic investments in sustainable and high-quality infrastructure development around the world.

The following strands are suggested for discussions in sub-groups, subject to discussion and endorsement by the main group. The final decision on the set-up of such sub-groups pertains solely to DG INTPA and DG NEAR. Work strands might also be updated or reformulated according to the experts' analyses of challenges and opportunities.

**(i) Support sustainability-related financial instruments and products
(Instruments and products, Sub-group 1)**

With the increasing interest of institutional investors and asset managers in new trends such as impact investing, the sustainable finance market is witnessing the development of sustainability-related instruments and products, such as thematic bonds or impact investment vehicles. They are a key tool to mobilise private capital towards sustainable investments. However, while the growth of these instruments and products is exponential they still represent only a fraction, and their full potential is still far from being reached, especially in low- and middle-income countries. This is why the expert group will explore and provide recommendations to the Commission on how they can be scaled up while taking into account the local contexts in low- and middle-income countries. To this end, the expert group should recommend state-of-the-art solutions in terms of new financing options, financial structuring and innovative financial instruments that have been proved effective or have a high potential in mobilizing private capital for a sustainable transition in low- and middle-income countries. The advice should take into account the instruments

⁶ Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions on Strategy for Financing the Transition to a Sustainable Economy, 6 July 2021, COM(2021) 390 final, <https://eur-lex.europa.eu/legal-content/EN/ALL/?uri=COM:2021:390:FIN>

for external action⁷ of the European Commission as well as relevant EU sustainable finance experience.

(ii) Facilitating global and local investments in sustainable projects (Pipeline, Sub-group 2)

The expert group will provide recommendations on how the Commission could help enhance the development of strong pipelines of bankable and sustainable or Sustainable Development Goals (SDG) aligned projects as well as framing the content of the most efficient capacity building to this end. This will include exploring ways to enhance linkages between local sustainable projects and entrepreneurs and global investors (for example through crowdfunding, via existing or new incubation hubs, platforms, portals etc.).

Moreover, the expert group will provide recommendations on how the EU can further support local financial institutions in developing services and instruments that provide access to finance for sustainable projects and businesses by tapping into local investors, networks and resources.

(iii) Building coherent frameworks and ecosystems conducive to accelerating private finance flows for sustainable development, building on the EU's Sustainable Finance experience (Framework, Sub-group 3)

The expert group will provide recommendations on how the Commission can assist low- and middle-income countries in increasing their access to international and domestic private capital for their sustainable investments notably through the development of credible and coherent sustainable finance frameworks (e.g. sustainable finance roadmaps including transition strategies, taxonomies, green bonds standards, sustainability-related disclosures etc.) building on the EU ones and taking into account global developments, where applicable. The expert group is also expected to provide recommendations on how to improve data availability, particularly Environmental, Social and Governance (ESG) data to support sustainable investments decisions.

The Commission is calling for applications with a view to selecting members of this group.

2. FEATURES OF THE GROUP

2.1. Composition

This informal expert group shall consist of up to 20 experienced senior, high-level members (rapporteur included) and up to 20 experienced senior, high-level observers. They shall all be entitled to speak on behalf of their organisation or institution.

Regarding the composition of the expert group, the Commission shall ensure that the group brings together expertise from different kinds of stakeholders of the sustainable finance landscape (eg: business vs development finance institutions) as well as knowledge from the varied experience on sustainable finance in low- and middle-income countries. The Commission shall strive towards gender balance in the composition of the expert group.

⁷Regulation (EU) 2021/947 of the European Parliament and of the Council of 9 June 2021 establishing the Neighbourhood, Development and International Cooperation Instrument – Global Europe, (OJ L 209, 14.6.2021, p. 1-78), <https://eur-lex.europa.eu/eli/reg/2021/947/oj>

According to the Commission Decision establishing horizontal rules on the creation and operation of Commission experts groups ('the horizontal rules')⁸, experts groups can be composed of different types of members.

For this expert group in particular, **members** can be of the following types:

- **Type B** members: individuals appointed to represent a common interest shared by stakeholders in a particular policy area, who do not represent an individual stakeholder, but a policy orientation common to different stakeholder organisations. Where appropriate, those individuals may be appointed on the basis of proposals put forward by the stakeholders concerned;
- **Type C** members: organisations in the broad sense of the word, including companies, associations, Non-Governmental Organisations, trade unions, universities, research institutes, law firms and consultancies;
- **Type E** members: other public entities, such as third countries' authorities, including candidate countries' authorities, Union bodies, offices or agencies and international organisations.

According to the horizontal rules, **members** belonging to **types B and C need to apply via the Call for Applications**, while type E are not applying via the call for application, but are directly invited by the Commission.

For this informal high-level expert group on scaling up sustainable finance in low- and middle-income countries, participants replying to this call shall represent, for instance (non exhaustive list):

- EU cross-border investors and local investors in low- and middle-income countries, i.e. insurance companies, pension funds, asset managers, banks, as well as other categories of financial institutions active in intermediating investments in sustainable or green finance or in managing risks linked to sustainable development;
- Institutions and organisations providing analysis, data or methodologies that facilitate sustainable or green finance, including international standard setters, sustainability analysis and data providers;
- Financial and non-financial companies based in low- and middle-income countries and sectorial experts within the infrastructure or climate adaptation areas;
- Civil society organisations;
- Academia.

Members shall be individuals appointed to represent a common interest, organisations and other public entities.

Members appointed to represent a common interest shall not represent an individual stakeholder, but a policy orientation common to different stakeholder organisations.

Other public entities and organisations shall nominate their representatives and be responsible for ensuring a high level of expertise provided. DG INTPA and DG NEAR

⁸ Commission Decision establishing horizontal rules on the creation and operation of Commission expert groups, 30 May 2016, C(2016) 3301, [https://ec.europa.eu/transparency/documents-register/detail?ref=C\(2016\)3301&lang=en](https://ec.europa.eu/transparency/documents-register/detail?ref=C(2016)3301&lang=en)

may refuse the nomination of a representative by an organisation if it considers this nomination inappropriate in light of the requirements specified in chapter 4 of this call (“selection criteria”). In such case, the organisation concerned shall be asked to appoint another representative.

As stipulated in the horizontal rules, the Commission may grant **observer** status to individuals, organisations and their representatives. The group will include up to 20 senior, high-level observers - among which development finance institutions and certain international organisations, fora or networks - that will be directly invited by the Commission based on their expertise. Observers and their representatives may be permitted by the co-Chairs to take part in the discussions of the group and provide expertise.

2.2. Appointment

Members shall be appointed by the Director-Generals of DG INTPA and DG NEAR from applicants complying with the requirements (selection criteria) referred to in chapter 4 of this call.

Members and observers shall be appointed for **9 months**. They shall remain in office until the end of their term of office.

Registration in the Transparency Register⁹ is required in order for individuals representing a common interest / organisations to be appointed (types B and C).

Members who are no longer capable of contributing effectively to the group’s deliberations, who - in the opinion of DG INTPA and DG NEAR - do not comply with the conditions set out in Article 339 of the Treaty on the Functioning of the European Union or who resign, shall no longer be invited to participate in any meetings of the group and may be replaced for the remainder of their term of office.

In order to ensure continuity and the smooth functioning of the group, DG INTPA and DG NEAR shall establish a reserve list of suitable candidates that may be used to appoint replacements. DG INTPA and DG NEAR shall ask applicants for their consent before including their names on the reserve list.

2.3 Rules of engagement and operation of the group

The group shall be co-chaired by a representative of DG INTPA and a representative of DG NEAR.

The group shall act at the request of DG INTPA and DG NEAR in compliance with the Commission’s horizontal rules on expert groups (‘the horizontal rules’)¹⁰. The group shall meet around 8 times during the mandate. Meetings will be hybrid, in person and/or virtual. DG INTPA and DG NEAR shall provide secretarial services.

Members and members’ representatives should be prepared to attend meetings systematically, to contribute actively to discussions in the group, to be involved in

⁹ <https://ec.europa.eu/transparencyregister/public/homePage.do>

¹⁰ Commission Decision establishing horizontal rules on the creation and operation of Commission expert groups, 30 May 2016, C(2016) 3301, [https://ec.europa.eu/transparency/documents-register/detail?ref=C\(2016\)3301&lang=en](https://ec.europa.eu/transparency/documents-register/detail?ref=C(2016)3301&lang=en)

preparatory work ahead of meetings, to examine and provide comments on documents under discussion. One of the members will be requested to act as 'Rapporteur'.

In principle, the group shall adopt its opinions, recommendations or reports by consensus.

Participants in the activities of the group and sub-groups shall not be remunerated for the services they offer.

Travel, accommodation and subsistence expenses incurred by members' representatives in the activities of the group shall be paid by the Commission. This procedure will not apply when participating in virtual mode. Reimbursement shall be made in accordance with the provisions in force within the Commission and within the limits of the available appropriations allocated to the Commission departments under the annual procedure for the allocation of resources.

The members of the group, as well as invited experts and observers, are subject to the obligation of professional secrecy, which by virtue of the Treaties and the rules implementing them applies to all members of the institutions and their staff, as well as to the Commission's rules on security regarding the protection of Union classified information, laid down in Commission Decisions (EU, Euratom) 2015/443¹¹ and 2015/444¹². Should they fail to respect these obligations, the Commission may take all appropriate measures.

On a proposal by, and in agreement with DG INTPA and DG NEAR, the group shall adopt its rules of procedure on the basis of the standard rules of procedure for expert groups during the group's first meeting.

DG INTPA and DG NEAR may invite experts with specific expertise with respect to a subject matter on the agenda to take part in the work of the group or sub-groups (if applicable) on an ad hoc basis.

DG INTPA and DG NEAR may set up sub-groups for the purpose of examining specific questions on the basis of terms of reference defined by DG INTPA and DG NEAR. Sub-groups shall operate in compliance with the horizontal rules and shall report to the main group.

2.4. Transparency

The group shall be registered in the Register of Commission expert groups and other similar entities ('the Register of expert groups')¹³.

As regards the group and possible sub-groups composition, the following data shall be published on the Register of expert groups:

¹¹ Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on Security in the Commission (OJ L 72, 17.3.2015, p. 41), <https://op.europa.eu/en/publication-detail/-/publication/1ec52f4a-cc70-11e4-ab4d-01aa75ed71a1/language-en>

¹² Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53), <https://op.europa.eu/en/publication-detail/-/publication/41a6eeeb-cc70-11e4-ab4d-01aa75ed71a1/language-en>

¹³ <https://ec.europa.eu/transparency/expert-groups-register/screen/home>

- (a) the name of other public entities, including the name of third countries' authorities;
- (b) the name of individuals appointed to represent a common interest; the interest represented shall be disclosed;
- (c) the name of member organisations; the interest represented shall be disclosed;
- (d) the name of observers.

DG INTPA and DG NEAR shall make available all relevant documents, including the agendas, the minutes and the participants' submissions, via a link from the Register to a dedicated website, where this information can be found. Access to dedicated websites shall not be submitted to user registration or any other restriction.

In particular, DG INTPA and DG NEAR shall ensure publication of the agenda and other relevant background documents in due time ahead of the meeting, followed by timely publication of minutes. Exceptions to publication shall only be foreseen where it is deemed that disclosure of a document would undermine the protection of a public or private interest as defined in Article 4 of Regulation (EC) N° 1049/2001¹⁴.

Personal data shall be collected, processed and published in accordance with Regulation (EU) No 2018/1725.

3. APPLICATION PROCEDURE

Interested individuals and organisations are invited to submit their application to the European Commission services (DG INTPA and DG NEAR) functional mailbox: EC-SUSTAINABLE-FINANCE-LMICS-HLEG@ec.europa.

Applications must be completed in one of the official languages of the European Union. However, applications in English would facilitate the evaluation procedure. If another language is used, it would be helpful to include a summary of the application in English.

Organisations shall indicate the name of their representative in the group.

An application will be deemed admissible only if it is sent by the deadline and includes the documents referred to below. All documents submitted by applicants should be duly filled in, legible, signed and numbered sequentially.

Supporting documents

Each application shall include the following documents:

- a cover letter explaining the applicant's motivation for answering this call and stating what contribution the applicant could make to the group;

¹⁴ These exceptions are intended to protect public security, military affairs, international relations, financial, monetary or economic policy, privacy and integrity of the individual, commercial interests, court proceedings and legal advice, inspections/investigations/audits and the institution's decision-making process.

- a classification form duly filled in specifying the member category for which the application is made (Annex I);
- a selection criteria form duly filled in documenting how the applicant fulfills the selection criteria listed in chapter 4 of this call (Annex II).
- for individuals applying to be appointed as members of the group to represent a common interest, as well as for individuals indicated by organisations as their representatives, a *curriculum vitae* (CV) shall also be provided, preferably not exceeding three pages.

Additional supporting documents (e.g. publications) may be requested at a later stage.

Deadline for application

The duly signed applications must be sent to the following e-mail address: EC-SUSTAINABLE-FINANCE-LMICS-HLEG@ec.europa.eu by **27 April 2022 at 18h (Brussels time)** the latest. The date and time of the e-mail will be the date and time of sending.

4. SELECTION CRITERIA

DG INTPA and DG NEAR will take the following criteria into account when assessing applications:

- A. Proven and relevant professional experience in a high-level senior role within activities and/or organisations having a clear sustainable finance dimension;
- B. Familiarity with sustainable finance principles, standards and frameworks (incl. ESG factors, taxonomies, standards and labels, sustainability-related reporting requirements);
- C. Familiarity with latest developments at international fora (e.g. G20 Sustainable Finance Working Group);
- D. Demonstrable expertise and understanding of the global financial system and of sustainable finance market developments including sustainability-related financial instruments (e.g. green, social, sustainability, ESG bonds), including latest innovations;
- E. Proven in-depth knowledge of regional and/or local/national challenges and opportunities to scale up sustainable finance in low- and middle-income countries. Relevant work experience in one or several of the regions Asia-Pacific, Africa, Latin America and the Caribbean and the neighbourhood countries;
- F. Good understanding and/or experience in building credible pipelines of bankable and sound environmental projects in low- and middle-income countries;
- G. Strong track record in contributing to policy debates and commentaries on the links between sustainability/environmental issues and the financial system;
- H. Good knowledge of the English language allowing active participation in the discussions and the review of contributions to the group's deliverables;

- I. Willingness and ability to commit sufficient time to the HLEG's work over the duration of the group (up to a maximum of 9 months). Availability to participate to all HLEG meetings.
- J. Proven capacity to represent effectively the position shared by stakeholders within the area of sustainable finance (only for individuals applying to represent a common interest);

5. SELECTION PROCEDURE

The selection procedure shall consist of an assessment of the applications performed by DG INTPA and DG NEAR against the selection criteria listed in chapter 4 of this call, followed by the establishment of a list of the most suitable applicants, and concluded by the appointment of the members of the group.

When defining the composition of the group, DG INTPA and DG NEAR shall aim at ensuring, as far as possible, a high level of expertise, as well as a balanced representation of relevant know-how and areas of interest, while taking into account the specific tasks of the group, the type of expertise required, as well as the relevance of the applications received.

Where individual experts are appointed to represent a common interest, DG INTPA and DG NEAR shall seek a geographical balance and a gender balance.

For any further information please contact EC-SUSTAINABLE-FINANCE-LMICS-HLEG@ec.europa.eu.

ANNEXES:

Annex I: Classification form

Annex II: Selection criteria form

Annex III: Privacy statement

Annex I - Classification form¹⁵

To be filled in by all applicants

This application is made as: (*please select only one option*)

- An individual applying to be appointed to represent a common interest** shared by stakeholders in a particular policy area (**Type B member**); if appointed I shall not represent an individual stakeholder.

Transparency Register identification number: [...] ¹⁶

or

- An organisation (Type C member).**

Transparency Register identification number: [...]

Nota Bene concerning Type B and C members: although registration in the Transparency Register (TR) is required in order to be appointed as a Type B or C member of an expert group, it is not mandatory for the application procedure. Thus, interested individuals and organisations that at the time of the application are not featured yet on transparency register and, as a consequence, do not have a TR identification number, may still apply. However, should the applicant be selected as a result of the call for applications, it shall register in the TR as a condition to be appointed as a Type B or C member.

To be filled in by organisations applying to be appointed as Type C members

This application is made as the following **type of organisation**: (*please select only one option, taking into account the definitions indicated below*).

- a) Academia, Research Institutes and Think Tanks
- b) Banks/Financial institutions
- c) Companies/groups
- d) Law firms
- e) NGOs
- f) Professionals' associations
- g) Professional consultancies
- h) Trade and business associations

¹⁵ This form must be filled in, signed and returned with the application.

¹⁶ If the individuals in question act as self-employed consultants, they should provide their own identification number. If the individuals in question do not act as self-employed consultants, they should provide the identification number of the organisation(s) of which they are employees, see Article 24 of the horizontal rules.

- i) Trade unions
- j) Other (please specify):

Definitions for organisation types

Academia, Research Institutes and Think Tanks

Universities, schools, research centers, think tanks and other similar bodies performing academic and/or educational activities.

Banks/Financial institutions

Banks and other similar bodies providing financial services, including financial intermediation. All sorts of banks should be classified within this category, including national central banks.

Companies/groups

Individual companies or groups of companies operating in the business sector, whether they are national companies or multinational ones.

Law firms

Business entities formed by one or more lawyers to engage in the practice of law. The primary service rendered by a law firm is to advise clients (individuals or corporations) about their legal rights and responsibilities, and to represent clients in civil or criminal cases, business transactions, and other matters in which legal advice and other assistance are sought.

NGOs

Non-profit organisations which are independent from public authorities and commercial organisations. Some NGOs are organised around specific issues, such as environment, consumer affairs, health and human rights.

Professionals' associations

Non-profit organisations seeking to further the interests of individuals engaged in a particular profession, such as physicians, nurses, architects, engineers and lawyers. Professionals' associations are different from business associations, as they promote and defend the interests of individuals carrying on a specific profession, not the interests of companies operating in the business sector.

Professional consultancies

Firms carrying on, on behalf of clients, activities involving advocacy, lobbying, promotion, public affairs and relations with public authorities.

Trade and business associations

Private bodies representing the interests of its members operating in the business sector.

Trade unions

Organisations of workers. The most common activities performed by trade unions include the negotiation of wages, work rules, rules governing hiring, firing and promotion of workers.

Other organisations

Organisations which are not possible to classify in any other category.

To be filled in by individuals applying to be appointed as Type B members and organisations applying to be appointed as Type C members

The applicant shall represent the following **interest**: (*please select one or more options, taking into account the definitions indicated below*):

- a) Academia/Research
- b) Civil society
- c) Employees/Workers
- d) Finance
- e) Industry
- f) Professionals
- g) SMEs
- h) Other (please specify):

Definitions for interests represented

Academia/Research

Universities, schools, research centers, think tanks and other similar bodies performing academic and/or educational activities.

Civil society

Civil society can be defined as the aggregate of non-governmental organisations and institutions that manifest interests and will of citizens or as individuals and organisations in a society which are independent of the government.

Employees/workers

Individuals working part-time or full-time under a contract of employment whether oral or written, express or implied, and having recognised rights and duties.

Finance

The management of revenues or the conduct or transaction of money matters, as in the fields of banking, insurance and investment.


Industry

Companies and groups of companies whose number of employees and turnover or balance sheet total are higher than the ones of SMEs (see below).

Professionals

Individuals operating in a particular profession, such as physicians, nurses, architects, engineers and lawyers.

SMEs

"SME" stands for small and medium-sized enterprises – as defined in EU law: [EU recommendation 2003/361](#) .

The main factors determining whether a company is an SME are:

1. **number of employees** and
2. either **turnover** or **balance sheet total**.

Company category Employees Turnover or Balance sheet total

Medium-sized < 250 ≤ € 50 m ≤ € 43 m

Small < 50 ≤ € 10 m ≤ € 10 m

Micro < 10 ≤ € 2 m ≤ € 2 m

These ceilings apply to the figures for individual firms only. A firm which is part of larger grouping may need to include employee/turnover/balance sheet data from that grouping too.

Other interest

Interest which is not possible to classify in any other category.

To be filled in by individuals applying to be appointed as Type B members and organisations applying to be appointed as Type C members

Please select one **or more policy areas** in which you/your organisation operate(s):

- Agriculture
- Archaeology
- Architecture
- Audiovisual and media
- Audit
- Banking
- Biodiversity
- Civil protection
- Civil service
- Climate
- Competition
- Conservation
- Consumer affairs
- Culture
- Cultural heritage
- Cultural landscape
- Customs
- Development
- Disaster risk reduction
- Economy
- Education
- Employment and social affairs
- Energy
- Engineering (chemical)
- Engineering (civil)
- Engineering (infrastructure)
- Engineering (IT)
- Engineering (maritime)
- Engineering (space policy)
- Engineering (space research)
- Enlargement
- Environment
- Equal opportunities
- External relations
- External trade
- Finance
- Fisheries and aquaculture
- Food safety
- Forestry
- Fundamental rights
- Humanitarian aid
- Industry
- Information society
- Innovation
- Insurance
- Labour
- Land management

- Law (civil)
- Law (corporate)
- Law (criminal)
- Law (taxation)
- Linguistics and terminology
- Livestock
- Medical profession
- Migration
- Natural resources
- Plant production
- Public affairs
- Public health
- Public relations
- Raw materials
- Research
- Science
- Science diplomacy
- Security
- Smart specialisation
- Social service
- Space and satellites (policy)
- Space and satellites (research)
- Sport
- Statistics
- Sustainable development
- Systemic eco-innovation
- Tax
- Trade
- Training
- Transport
- Urban development
- Water
- Youth
- Other

For individuals applying to be appointed as Type B members

Title:

Surname¹⁷:

First name¹⁸:

Nationality:

Date:

Signature

For organisations applying to be appointed as Type C members

Name of the organisation¹⁹:

Surname of the representative proposed:

First name of the representative proposed:

Surname of the person applying on behalf of the organisation:

First name of the person applying on behalf of the organisation:

Date:

Signature

¹⁷ It is mandatory to use exactly the same name used when registering in the Transparency Register.

¹⁸ Idem.

Annex II: Selection criteria form²⁰

Applicants are requested to describe how they fulfil the selection criteria listed in this call.

Proven and relevant professional experience in a high-level senior role within activities and/or organisations having a clear sustainable finance dimension	
Familiarity with sustainable finance principles, standards and frameworks (incl. ESG factors, taxonomies, standards and labels, sustainability-related reporting requirements);	
Familiarity with latest developments at international fora (e.g. G20 Sustainable Finance Working Group);	
Demonstrable expertise and understanding of the global financial system and of sustainable finance market developments including sustainability-related financial instruments (e.g. green, social, sustainability, ESG bonds), including latest innovations;	
Proven in-depth knowledge of regional and/or local/national challenges and opportunities to scale up sustainable finance in low- and middle-income countries. Relevant work experience in one or several of the regions Asia-Pacific, Africa, Latin America and the Caribbean and the neighbourhood countries.	
Good understanding and/or experience in building credible pipelines of bankable and sound environmental projects in low- and middle-income countries;	
Strong track record in contributing to policy debates and commentaries on the links between sustainability/environmental issues and the financial system;	
Good knowledge of the English language allowing active participation in the	

²⁰ This form must be filled in, signed and returned with the application.

discussions and the review of contributions to the group's deliverables;	
Willingness and ability to commit sufficient time to the HLEG's work over the duration of the group (up to a maximum of 9 months). Availability to participate to all HLEG meetings.	
Proven capacity to represent effectively the position shared by stakeholders within the area of sustainable finance (only for individuals applying to represent a common interest);	

For individuals applying to be appointed as Type B members

Title:

Surname²¹:

First name²²:

Nationality:

Date:

Signature

For organisations applying to be appointed as Type C members

Name of the organisation²³:

Surname of the representative proposed:

First name of the representative proposed:

Surname of the person applying on behalf of the organisation:

First name of the person applying on behalf of the organisation:

Date:

Signature

²¹ It is mandatory to use exactly the same name used when registering in the Transparency Register.

²² Idem.



EUROPEAN COMMISSION

Annex III - Privacy Statement

PROTECTION OF YOUR PERSONAL DATA

Processing operation: Selection of members of Commission expert groups and other similar entities²⁴ and publication of personal data on the Register of Commission expert groups and other similar entities ("the Register of expert groups") or on dedicated website(s).

Data Controller:

- Secretariat-General, Unit F4 (for the processing operation "Providing a public register of Commission expert groups and other similar entities", DPR-EC-00656), and
- Directorate-General for International Partnerships / Directorate E Sustainable Finance, Investment and Jobs; Economy that works for the People / Unit E3 – Sustainable Finance Policy unit (for the processing operation "Selection of members of Commission expert groups and other similar entities", DPR-EC-01066), and
- Directorate-General for Neighbourhood and Enlargement Negotiations / Directorate A Thematic Support, Coordination of Policy and Financial Instruments / Unit A3 – Thematic Support – An economy that works for people, green, digital and connected (for the processing operation "Selection of members of Commission expert groups and other similar entities", DPR-EC-01066).

Table of Contents

- 1. Introduction**
- 2. Why and how do we process your personal data?**
- 3. On what legal ground(s) do we process your personal data?**
- 4. Which personal data do we collect and further process?**
- 5. How long do we keep your personal data?**
- 6. How do we protect and safeguard your personal data?**
- 7. Who has access to your personal data and to whom is it disclosed?**
- 8. What are your rights and how can you exercise them?**
- 9. Contact information**
- 10. Where to find more detailed information?**

²⁴ Provisions included in this privacy statement referring to expert groups equally apply to their sub-groups.

Introduction

The European Commission (hereafter ‘the Commission’) is committed to protect your personal data and to respect your privacy. The Commission collects and further processes personal data pursuant to [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

This privacy statement explains the reasons for the processing of your personal data, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you have in relation to your personal data. It also specifies the contact details of the responsible Data Controller with whom you may exercise your rights, of the Data Protection Officer and of the European Data Protection Supervisor.

This privacy statement concerns the following processing operations:

(1) “selection of members of Commission expert groups and other similar entities” undertaken by the Commission departments that run the selection process for your expert group and which are the Data Controllers for the selection process [DG INTPA, Unit E3 and DG NEAR, Unit A3], and

(2) “publication of personal data on the Register of expert groups and other similar entities” undertaken by the Commission, Secretariat-General, Unit F.4 which is the Data Controller together with the Commission department managing your expert group.

As a rule, the selection of expert group members is carried out via public calls for applications, except for Member States’ authorities and other public entities and for certain representative bodies established by Union legislation for advice in specific areas.

The Register of expert groups and other similar entities is a public database containing a list of Commission expert groups and other similar entities and their sub-groups. For each expert group, the Register provides valuable information including personal data on the members of the expert groups, and their alternate, if any, members’ representatives, as well as of the groups’ observers and their representatives. The Register and the dedicated website(s) also includes documents that are produced and discussed by expert groups and which can contain personal data.

For the purpose of this privacy statement and the corresponding records, the term “expert groups” describes Commission expert groups in the sense of Article 2(1) of Commission Decision C(2016)3301²⁵ and their sub-groups, as well as other similar entities in the sense of Article 2(2) of Commission Decision C(2016)3301 and their sub-groups.

1. Why and how do we process your personal data?

Purpose of the processing operations:

²⁵ Commission Decision C(2016)3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups.

The Data Controllers collect and use your personal data to manage Commission expert groups, in particular by selecting their members and observers, and to ensure transparency on expert groups' membership and activities. In that context, in order to select among the applicants who best fulfil the selection criteria mentioned in the call for applications, Commission services collect and assess personal information of candidate members and observers of the expert groups, of representatives of candidate members and observers.

Furthermore, Commission services collect and assess personal information of observers and members' and observers' representatives of the expert groups which are appointed directly and not selected through a public call for applications.

For candidates, personal data are stored by the Commission service managing the expert group. Some types of personal data of individuals appointed as members (to represent a common interest shared by stakeholders in a particular policy area) are made publicly available on the Register of expert groups (as described under Headings 4 and 5 of this privacy statement). The names of the representatives of organisations, Member States and other public entities, as well as the name of specific national departments or other public authority which they represent may also be made publicly available on the Register of expert groups and the dedicated website(s).

Your personal data will not be used for an automated decision-making including profiling.

2. On what legal ground(s) do we process your personal data

We process your personal data, because processing is necessary for the performance of a task carried out in the public interest (Article 5(1)(a) of Regulation (EU) 2018/1725), since it allows for the selection of members of expert groups (individuals appointed as members in a personal capacity, individuals appointed to represent a common interest and organisations) and also increases the transparency on expert groups. Processing is also necessary to comply with a legal obligation to which the controller is subject (Article 5(1)(b) of Regulation (EU) 2018/1725). The Union act for such necessary processing under Article 5(1)(a) and (b) of Regulation (EU) 2018/1725 is Commission Decision C(2016)3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups and in particular Articles 10 and 22 thereof.

The names of the representatives of organisations, Member States' authorities and other public entities is usually not published in the Register of expert groups, as those persons only express the position of the organisation or entity that they represent, and, therefore, it is the name of the organisation, Member State's authority or other public entity that matters to ensure transparency of the work of the expert group. Any publication of names of the representatives of organisations, Member States' authorities and other public entities in the Register of expert groups is based on consent (Article 5(1)(d) of Regulation (EU) 2018/1725), unless specific and exceptional circumstances make it necessary to publish it to achieve the purpose of the processing operation. No other types of personal data of representatives is published.

The submissions of members in the context of the work of expert groups and subgroups are generally made public.

3. Which personal data do we collect and further process?

In order to carry out these processing operations, the Data Controller may collect the following categories of personal data:

- *Name;*
- *Function;*
- *Contact details (for example, e-mail address, telephone number, mobile telephone number, fax number, postal address, company and department, country of residence, IP address);*
- *Information for the evaluation of selection criteria or eligibility criteria (for example, expertise, technical skills and languages, educational background, professional experience, including details on current and past employment);*
- *Nationality;*
- *Gender;*
- *Interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest shared by stakeholders in a particular policy area and for organisations applying to be appointed as members of expert groups or sub-groups, as well as for their designated representatives);*
- *Information included in the declarations of interests, including personal data of immediate family members as required in the declaration of interests (only for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity).*

The provision to the Commission service of the personal data required is mandatory to meet a legal requirement of selecting members of expert groups as set in Commission Decision C(2016)3301. In principle, for individuals appointed as members or observers to represents a common interest, the types of personal data listed above (with the exception of contact details and information for the evaluation of selection criteria or eligibility criteria) are made publicly available on the Register of expert groups, in order to comply with the legal requirement to ensure transparency on the composition and functioning of Commission expert groups. If you do not provide the personal data required, possible consequences are that you will not be considered for selection as a member of an expert group or, if already selected, your membership will be suspended.

With the prior freely given, specific, informed and unambiguous consent of the representatives of organisations, Member States' authorities and other public entities, their names may also be published on the Register. This may also be done in specific and exceptional circumstances where such publication is needed to achieve the purpose of the processing operation.

4. How long do we keep your personal data?

The Data Controller only keeps your personal data for the time necessary to fulfil the purpose of collection or further processing. The following modalities apply:

- The competent Commission services keep personal data submitted to them as part of rejected applications for three years after the end of the selection process and do not process them for other purposes; these personal data are not published on the Register of expert groups.

- The expert group and some types of personal data of its members and observers, as described in Heading 4, are published on the Register of expert groups and the dedicated website(s) during the duration of existence of the expert group.
- When an individual is no longer member or observer or representative of a member or observer of an expert group listed in the Register of expert groups, all personal data related to this individual, including a declaration of interests, is removed from the Register and the website(s) and is therefore not public anymore.
- The competent Commission services keep personal data for the period during which the relevant individual is a member or an observer or a representative of a member or of an observer of the group and for five years after the date on which the individual is no longer member or observer or representative of a member or observer of the group.
- When a group is closed down, it remains published in the Register of expert groups and dedicated website(s) for five years, with the indication 'Closed'. Those types of personal data other than the declarations of interests of members appointed in personal capacity that were published while the group was active remain visible on the Register of expert groups during these five years. On the contrary, the said declarations of interests are removed from the Register after closure of a group and are therefore not public anymore; they are however kept by the competent Commission service for a period of five years after the closure of the group.
- An XML file is created daily with all the information regarding active groups. All versions of this file, showing the situation of the Register of expert groups as of the day it was created, are stored in a file server for 5 years and are not public.

5. How do we protect and safeguard your personal data?

Personal data submitted in paper form is stored in the competent Commission service. All personal data in electronic format (e-mails, documents, databases, uploaded batches of data, etc.) are stored on the servers of the Commission or of its contractors. All processing operations are carried out pursuant to the [Commission Decision \(EU, Euratom\) 2017/46](#) of 10 January 2017 on the security of communication and information systems in the European Commission.

In order to protect your personal data, the Commission has put in place a number of technical and organisational measures. Technical measures include appropriate actions to address online security, risk of data loss, alteration of data or unauthorised access, taking into consideration the risk presented by the processing and the nature of the personal data being processed. Organisational measures include restricting access to the personal data solely to authorised persons with a legitimate need to know for the purposes of this processing operation.

The Commission's processors (contractors) are bound by a specific contractual clause for any processing operations of your personal data on behalf of the Commission. The processors have to put in place appropriate technical and organisational measures to ensure the level of security, required by the Commission.

6. Who has access to your personal data and to whom is it disclosed?

Access to your personal data collected in the course of the process of selection of members of expert groups is provided to the Commission staff authorised for carrying out this processing operation and to other authorised Commission staff and contractors according

to the “need to know” principle. Staff abide by statutory, and when required, additional confidentiality agreements.

Certain personal data collected, as explained in Headings 4 and 5, are publicly available on the Register of expert groups and/or dedicated website(s).

The XML files referred to in Heading 5 are only accessible to a reduced number of users in the Secretariat-General (System Owner) and IT development team within the Commission (System Supplier).

Please note that pursuant to Article 3(13) of Regulation (EU) 2018/1725, public authorities (e.g. Court of Auditors, EU Court of Justice, European Ombudsman) which may receive personal data in the framework of a particular inquiry in accordance with Union or Member State law shall not be regarded as recipients. The further processing of those data by those public authorities shall be in compliance with the applicable data protection rules according to the purposes of the processing.

The information we collect will not be given to any third party, except to the extent and for the purpose we may be required to do so by law.

7. What are your rights and how can you exercise them?

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) and Article 35 of Regulation (EU) 2018/1725, in particular the right to access your personal data and to rectify them in case your personal data is inaccurate or incomplete. Under certain conditions, you have the right to erase your personal data, to restrict the processing of your personal data, to object to the processing and the right to data portability.

You have the right to object to the processing of your personal data on grounds relating to your particular situation in accordance with Article 23(1) of Regulation (EU) 2018/1725.

As indicated in Heading 4, if you are a representative of an organisation or another public entity, you may consent to have your name published on the Register of expert groups. You can withdraw your consent at any time by notifying the Data Controller. The withdrawal will not affect the lawfulness of the processing carried out before you have withdrawn the consent.

Finally, and only as regards the publication of your name on the Register of expert groups, you may submit a request to the competent Commission services for a derogation where justified on compelling legitimate grounds in relation to your specific situation (such as the case where the publication of your name on the Register of expert groups could endanger your security or integrity).

You can exercise your rights by contacting the Data Controller or, in case of conflict, the Data Protection Officers. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given under Heading 9 below.

Where you wish to exercise your rights in the context of one or several specific processing operations, please provide their description (i.e. their Record reference(s) as specified under Heading 10 below) in your request.

Data subject requests shall be handled within one month from receipt of the request by the Commission. That period may be extended pursuant to 14(3) of Regulation (EU)

2018/1725. Should more time be required to handle the request for justified reasons, the data subject shall receive a holding reply from the unit responsible for the request.

8. Contact information

- The Data Controller

Regarding the personal data collected in the course of the process of selection of the members of the expert groups, if you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint, please contact the functional mailbox of the Commission service in charge of a specific expert group (i.e. service, indicated in the specific privacy statement for that expert group).

Likewise, as regards the data published on the Register of expert groups, please contact the corresponding Data Controller Secretariat-General, Unit F4: SG-EXPERT-GROUPS@ec.europa.eu. For what concerns the processing operation “Selection of members of Commission expert groups and other similar entities” you can contact EC-SUSTAINABLE-FINANCE-LMICS-HLEG@ec.europa.eu.

- The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

9. Where to find more detailed information?

The Commission Data Protection Officer (DPO) publishes the register of all processing operations on personal data by the Commission, which have been documented and notified to him. You may access the register via the following link: <http://ec.europa.eu/dpo-register>.

These specific processing operations will be included in the DPO’s public register with the following Record references: DPR-EC-01066 and DPR-EC-00656.