



MSP-REFRAM

Coordination and Support Action (CSA)

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Ethics requirements

Authors : Mr. BOURG STÉPHANE (CEA)

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Summary

Ethics requirements

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PARTICIPANT INFORMATION SHEET

EXPERTS' PARTICIPATION TO MSP-REFRAM WORKSHOPS

You are invited to give take part to workshops, which gathers stakeholders' perspectives on the critical raw materials. This Participant Information Sheet shall give you information about the context and purpose of your contribution, as well as how data will be used and further processed, and data storage.

Before the workshop will be performed, you will be asked to sign the attached consent form to confirm that you have read this information sheet, and agreed to give your contribution to this project.

BACKGROUND

THE MSP-REFRAM PROJECT

The project 'MSP-REFRAM - Multi-Stakeholder Platform for a Secure Supply of Refractory Metals' (<http://prometia.eu/msp-refram/>) is funded within the European Union's Framework Programme for Research and Innovation (Horizon 2020), and runs from 2015 to 2017. It is carried out by a consortium including 21 institutions¹ from Belgium; Finland; France; Germany; Greece; Poland; Spain; Sweden; The Netherlands.

Description of the project: Refractory metals (tungsten, tantalum, rhenium, molybdenum and niobium) are highly strategic metals today mainly imported from a few countries. The European primary production remains below a few percentages. However, resources exist in Europe, as primary resources but mainly as secondary resources (industrial waste, urban mines).

Valorizing these resources requires coordination and networking between researchers, entrepreneurs and public authorities to harmonise technologies, processes and services, develop standards, create new potential for export of eco-innovative solutions and for seizing new markets. MSP-REFRAM will address these challenges by creating of a common multi-stakeholder platform that will draw the current refractory metals value chains and identify its innovation potential in order to support the implementation of the EIP on Raw Materials. Coming from industry, research, public sectors and civil society, both Consortium Members and External Experts have joined forces with expertise covering the whole value chain including mining, processing, recycling, application. The outputs of MSPREFRAM will help Europe improve the supply value chain of refractory metals in the coming years, optimising the use of external resources as energy and water and at the same time reducing the amount and the toxicity of waste. MSP-REFRAM will share its conclusions widely and

¹ CEA - COMMISSARIAT A L'ENERGIE ATOMIQUE ET AUX ENERGIES ALTERNATIVES (Coordinator, France); AMPHOS 21 – AMPHOS 21 Consulting SARL (Spain); BRGM – BUREAU DE RECHERCHES GEOLOGIQUES ET MINIERE (France); CARTIF – FUNDACION CARTIF (Spain); CHALMERS – CHALMERS TEKNISKA HOEGSKOLA (Sweden); E-MINES (France); ERAMET – ERAMET RESEARCH (France); GTK – GEOLOGIAN TUTKIMUSKESKUS (Finland); ICCRAM – UNIVERSIDAD DE BURGOS (Spain); IDENER – OPTIMIZACION ORIENTADA A LA SOSTENIBILIDAD SL (Spain); IMN - INSTYTUT METALI NIEZELAZNYCH (Poland); ADE - AGENCIA DE INNOVACION Y FINANCIACION EMPRESARIAL DE CASTILLA Y LEON (Spain); UNIKL – TECHNISCHE UNIVERSITAET KAISERSLAUTERN (Germany); LUT – LAPPEENRANNAN TEKNILLINAN YLIOPISTO (Finland); LGC – INSTITUT NATIONAL POLYTECHNIQUE DE TOULOUSE (France); CNRS – CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE (France); MEFOS – SWEREA MEFOS AB (Sweden); NTUA – NATIONAL TECHNICAL UNIVERSITY OF ATHENS (Greece); TU Delft – TECHNISCHE UNIVERSITEIT DELFT (The Netherlands); VTT – TEKNOLOGIAN TUTKIMUSKESKUS VTT OY (Finland); LGI – LGI Consulting SARL (France); PROMETIA – MINERAL PROCESSING AND EXTRACTIVEMETALLURGY FOR MINING AND RECYCLINGINNOVATION ASSOCIATION (Belgium)

efficiently, in a long lasting way thanks to the support of the PROMETIA association. To ensure the systemic change, the outcomes of the project will be made available to the stakeholders and to the public through different tools and reports. In the medium term, MSP-REFRAM will contribute to better-informed decision-making at EU and national level as well as industry by proposing innovative value chains that will boost the refractory metals sector. In the longer term, this should improve the availability of these refractory metals, while creating greater added value to the economy and more jobs.

For the purpose of this project, three External Expert Committees on Policy, Technology and Market, will bring together experts from different organisations. They will participate actively in the three workshops and the final conference organised by MSP-REFRAM and will help to identify the necessary knowledge, and discuss and validate the results of the project.

WORKSHOPS, DATA PROCESSING AND NON-DISCLOSURE

GENERAL

The External Experts will be invited to take part to 3 Workshops all along the duration of MSP-REFRAM project.

We will not ask for any sensitive information, but in case you would like to address something not to be used for the analysis/report, your answers will be transcribed, and you will be given the chance to review the transcript of your contribution for amendments. Your contributions will be treated confidentially, and will be generally integrated with other experts' contribution in the report, so that anonymity is guaranteed, and a personal identification will not be possible. However, your sectoral affiliation might be mentioned in reporting a citation.

The information provided in the workshops will be used for publicly available project reports, and for related scientific publications. It will only be used for this research project, and will not further be used for other purposes, unless you explicitly agree. Personal details and identification will be kept confidential in any documents that may be produced using the data.

If you agree, personal data consisting of the expert's name, affiliation and contact details will be included in a contact list, which will be used for the project's dissemination activities (e.g. newsletter, announcements), and for invitations to further participatory activities (e.g. workshops, interactive online platform). Data will only be used for MSP-REFRAM, and will not be made accessible to third parties.

DATA STORAGE

Written records will be saved on secured servers. The contributions will also be stored electronically on secured servers, only accessible for project team members directly engaged in the corresponding research work and password secured. In line with the data protection rules in the EU and the [national Country] Data Protection Law, you have the right to access information about the use of your personal data, as well as the right to rectify/amend, cancel or oppose to the use of your personal data, any time during the research and storage of your data ([insert reference of your national data protection law]). You can find detailed information about personal data protection at [insert web-link to your national data protection law]

However, data which have been already processed and published can further be used for this project.

NON-DISCLOSURE AGREEMENT

It is understood and agreed to that the below identified discloser of confidential information may provide certain information that is and must be kept confidential. To ensure the protection of such information, and to preserve any confidentiality necessary to the follow-up of the project, it is agreed that

1. The Confidential Information to be disclosed can be described as and includes all private data not available to the public.
2. The Recipient agrees not to disclose the confidential information obtained from the discloser to anyone unless required to do so by law.
3. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information. Any addition or modification to this Agreement must be made in writing and signed by the parties.
4. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

If you agree to be part of the External Experts Committee, we ask you to please fill in the attached form for informed consent prior to the workshop:

Name:

Organisation:

Postal Address:

E-mail [e-mail]

Should you have any questions regarding the purpose and design of this project and/or your contribution, or if you decide to withdraw from the research at a later stage, please contact Stéphane Bourg, Coordinator of MSP-REFRAM (stephane.bourg@cea.fr) and Anaïs Baudrier, PMO (anais.baudrier@lgi-consulting.com).

Thank you very much for your time and effort!

Best regards,
Stéphane BOURG

ANNEX: INFORMED CONSENT FORM

Coordination project title: MSP-REFRAM - Multi-Stakeholder Platform for a Secure Supply of Refractory Metals

In signing this consent form I confirm that (please mark with a cross):

I have read the Participant Information Sheet and the nature and purpose of the project has been explained to me.	YES	NO
I have had the opportunity to ask questions.	YES	NO
I understand the purpose of the project and my involvement in it.	YES	NO
I understand that I may withdraw from the expert committee by means of a written notification to the contact indicated in the Participant Information Sheet at any stage and that this will not affect my status now or in the future.	YES	NO
I understand that while information gained during the study may be published, I will not be identified and my personal data will remain confidential.	YES	NO
I understand that data will be stored electronically on a save server with restricted access for the maximum period of seven years after publication.	YES	NO
I understand the non-disclosure agreement close.	YES	NO
I agree that my contact data are included in a contact list to be further used for MSP-REFRAM dissemination activities (e.g. newsletter, announcements), and for invitations to further participatory activities (e.g. workshops, participation in an interactive online platform)	YES	NO

Any concerns about the study?

If you want to withdraw from the Expert Committee, or if have any concerns or complaints about your rights as an expert and/or your experiences while participating in this project these should be addressed to Stéphane Bourg (stephane.bourg@cea.fr), project coordinator.

Signed (Expert)

Name **Date**