

Helsinki, 1 April 2022

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TB/MO/pv

Permanent Representations
of the EU Member States and
EEA-EFTA Countries

Sent by email only

Subject: Renewal and new membership of ECHA Committees RAC and SEAC

Dear Sir/Madam,

The European Chemicals Agency (ECHA) is herewith launching the process for (re)nominating candidates for membership of the Committees for Risk Assessment (RAC) and Socio-economic Analysis (SEAC).¹

The names of the current members whose term of office is about to end are listed in Annex 1 and the list of vacancies is contained in Annex 2.

To support Member States in selecting the most appropriate candidates, we attach background documents (Annexes 4 and 5) that describe the two Committees of ECHA with respect to their tasks, role of members, ways of operation and the foreseeable workload. The background documents also specify the current needs of the Committees in terms of scientific expertise.

Members are expected to provide at least 50% of their time to the work of the Committees and the nominating authority, on behalf of the member's employer, guarantees this by signing Annex 3 of the nomination papers. With responsibilities as rapporteur, this can rise to 70-80% of the member's time, particularly in RAC. All members of RAC and SEAC are required to take on the crucial role of rapporteur and draft the scientific opinion of the Committee on specific cases. Commenting on draft opinions circulated for Committee consultation is an equally important task.

Prior to submitting the (re-)nomination documents, the nominating authority/employer is strongly recommended to liaise with the Chairs of RAC and SEAC, respectively, to discuss suitable profiles for candidates being nominated for the first time and to discuss the performance of candidates (current members) proposed for re-nomination:

- Chair of RAC: tim.bowmer@echa.europa.eu
- Chair of SEAC: maria.ottati@echa.europa.eu

A phone interview with the respective Chair will be organized for all new candidates; nominations will only be forwarded for consideration by the Management Board of the Agency once this has successfully been completed.

1. Practicalities

You are kindly invited to submit your nominations and supporting documents **no later than 3 May 2022** to Committees-secretariat@echa.europa.eu.

Nominations must come through the Permanent Representation/Mission to the EU. This is to be done preferably by forwarding to ECHA, via email the **nomination form** (Annex 3)

¹ REACH Regulation, Articles 85(1) and (2).

signed by the Member State Competent Authority (MSCA). Supporting documents can be provided directly to ECHA by the nominee or MSCA.

Supporting documents for nomination of new candidates

- Expertise grid (Annexes 4-5)
- Declaration of Interest (Annex 6)
- Europass CV (Annex 7)

Supporting documents for renewal of current membership

- Annexes 4-7 if there is a need for an update, otherwise the previously submitted documents are considered valid. Note that the RAC Expertise grid has been updated.

The appointing authority is invited to read the ECHA policy on [Prevention and Management of potential Conflicts of Interest](#) and in particular its Annex 2 on the Eligibility criteria for candidates for membership in the ECHA bodies and for key positions in the ECHA Secretariat.

3. Publication of personal data²

ECHA will process any personal data received in accordance with ECHA's [privacy rules](#). Please note that the list of nominees, the membership of the Committees, professional qualifications and Declaration of Interests of the members shall be made public on the Agency's website.

If you have any questions, please contact the Committees Secretariat at: committees-secretariat@echa.europa.eu.

Yours faithfully,

(e-signed)³

Peter van der Zandt
Director of Risk Management

Cc: REACH Competent Authorities of the Member States
Secretariat of the ECHA Management Board
Members of ECHA Committees listed in Annex 1

Encls. Annex 1 Members of the Committees whose term of office is expiring
Annex 2 List of vacant positions on the two Committees
Annex 3 Nomination form
Annex 4 Background paper on RAC with the expertise grid
Annex 5 Background paper on SEAC with the expertise grid
Annex 6 ECHA Declaration of Interest
Annex 7 Europass CV template

² Article 88(1) and 85 of REACH

³ As this is an electronic document, it is not physically signed. This communication has been approved according to ECHA's internal decision approval process.