



IND52 xDReflect: Multidimensional reflectometry for industry

Terms of Reference of the Stakeholder Committee

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1. The general aim of this Terms of Reference

These terms of reference describe the purpose and confirm the scope and structure of the Stakeholder Committee.

2. Role of the Stakeholder Committee

The primary role of the **Stakeholder Committee of the JRP IND52 XDReflect** is to ensure fruitful interaction with stakeholders representing various interests in goniospectroreflectometry.

The stakeholder committee helps to clarify the need of the various interested parties and to feed these into the JRP in particular WP1, WP2, WP3, and WP5 of xDReflect-Project. Moreover, this committee helps to ensure that the results achieved by the JRP are adequately and appropriately communicated to the stakeholders and feedback is obtained.

The stakeholder committee is open to all person/institution/company/committee related to the topic of this JRP.

The direct stakeholders of the JRP can mainly be categorised into X following groups:

- Pigment and coatings industries
- Instrument manufacturers
- Cosmetics
- Automotive
- Colour management
- Paper industries
- Ceramic, glass producer
- Textile industries
- Test laboratories,
- Manufacturers of measurement equipment,
- Standardisation organisations,
- National and regional government bodies (regulators),
- Independent accreditation programs,
- R&D Institutions and Universities



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3. Benefit for Stakeholders

- To increase the awareness
- To get use of the various tools facilitating the collaboration and knowledge transfer established by the consortium of XD-Reflect.

4. Interaction of the Stakeholder Committee with the JRP-partners

Each JRP-Partner is committed to liaising with their national utilities and manufacturers directly through own networking and through interaction with the Stakeholder Committee via delegated persons¹.

The members of the Stakeholder Committee will regularly be informed about the progress of the deliverables on dedicated webpage with restricted access and public output of the JRP on the first note, such as publications and public guides. Moreover, the Stakeholder Committee is invited to participate all possible dedicated workshops and open meetings related to the project. The costs will be minimized to the catering and space arrangements where needed, no other fee will be required for listed stakeholders.

The aim of the interaction is

- Dissemination of information regarding the progress of the JRP to those working on the field and ensuring that the standards, apparatus and procedures being developed are in line with the requirements of these experiments. The aim is to maximise the impact for the Project, to ensure that the results achieved by the JRP are adequately and appropriately communicated to the stakeholders and feedback is obtained. It sets a framework for the exploitation of the results of this JRP to
- Dissemination of information to the user community regarding the potential impact of the developed Standards and ensuring that end user requirements are accounted for in the outputs of the JRP.

5. Meetings

The stakeholder committee will be established during the First Stakeholder Meeting in January 2014, and further meet at least three times (in January 2014, December 2014, November 2015). When possible, videoconference tools are used to allow participation without travelling.

6. Responsibilities

Stakeholder Committee shall not be mistaken with an Advisory Committee although fruitful input is always welcome. The Stakeholder Committee of the JRP IND52 XD-Reflect shall have the responsibilities given below, which will ensure the impact of the project inline with the JRP-Protocol, while working in the frame of made agreements among the partners and collaborators.

¹ The Coordinator and leader of the WP6 Creating Impact



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The list of responsibilities of the Stakeholder Committee:

- Represent the view of the broad stakeholder community of above described categories,
- provide technical input where requested and applicable, and provide expert feedback to the JRP in line with the JRP-Protocol,
- Where it is asked and applicable, to review the achievements and outcomes of the research and development within the project in line with the JRP-Protocol.

7. Communication flow

- ← - - - Feedback and technical/expert input to the JRP
→ Creating Impact in line with the section 2.

