



**Terms of Reference of the
eSafety Forum International Co-operation Working Group
(ICWG)
DRAFT – August 2008**

1. Context

Within the general road safety framework, **eSafety** is a joint industry-public sector initiative aiming to cut the number of accidents and fatalities in Europe by using Information and Communication Technologies (ICT). Advanced Information and Communication Technologies can contribute significantly to road safety by enabling the development of sophisticated intelligent vehicle safety systems (IVSS) and also taking a more and more important role in energy efficiency and sustainability.

The establishment of **the eSafety Forum** was one of the key recommendations of the Commission Communication¹, adopted in September 2003. The objective of the Forum is to promote and the development, deployment and use of **Intelligent Vehicle Systems** in Europe. It aims at removing the bottlenecks that prevent Intelligent Vehicle Systems entering the market, through consensus building among stakeholders and recommendations to the Member States and the EU.

The eSafety Forum has over 150 members, and it has established so far **ten Working Groups** that work on priority topics. It has produced a consistent number of valuable reports that constitutes an important input for industrial initiatives and policy activities. The Forum has also ensured the links with parallel and complementary activities in the domain of intelligent transport systems like Cars21, the European Road Safety Action Programme in particular the European Road Safety Charter. The Forum is governed by a **Steering Group**, which meets typically six times per year. The most important events of the Forum are **High-Level Meetings and Plenary meetings**, typically two per year.

An International Co-operation Working Group was established in 2003. It has met once per year, typically at the occasion of the ITS World Congresses. In the beginning only USA, Japan and the EU were represented, but on the last two years also China, India and Australia have attended the meetings. In its 24th

¹ Commission Communication: Information and Communications technologies for Safe and Intelligent Vehicles, COM 2003(542) Final, 15.9.2003

meeting which took place on 27 March 2007, the eSafety Forum Steering Group decided to re-launch the ICWG

2. Revision of the Terms of Reference for the International Co-operation Working Group

In its 32nd meeting which took place on 16 July 2008, the eSafety Forum Steering Group invited the new chair to revise the Terms of Reference of the ICWG. The Terms of Reference should be

1. based on the needs of the eSafety partners
2. based on the needs of the working groups
3. a European Group with a focus on European interests
4. focussed on inter-continental cooperation

This Terms of Reference reflects these decisions, and presents the objectives, focus, membership, inter-continental relationships and draft Work Programme for the ICWG.

3. Objectives and Focus

1. The ICWG will **contribute to the general objectives** of the eSafety Forum.
2. The ICWG will **focus on the Inter-continental Co-operation aspects of the ongoing work** in the eSafety Forum, most notably the work in the active Working Groups.
3. For this purpose, the ICWG will support those issues which benefit from discussions at inter-continental level, in order to stimulate the implementation and deployment of **eSafety services**. Such issues can be technical or related to market deployment, such as regulation, taxes and incentives, standardisation and harmonisation, liability issues, privacy and security.
4. The ICWG will, in cooperation with the eSafety Working Groups and eSafety Partners, identify the most important issues, which require **inter-continental knowledge and experience**.
5. For this purpose, the ICWG will support **Inter-continental contacts**, organise **Inter-continental Workshops, Expert Meetings and fact finding visits/tours**.

6. For achieving its objectives the ICWG will work **in very close co-operation** with the other eSafety Forum Working Groups. The ICWG will focus to the inter-continental cooperation objectives while the Working Groups focus to the content of their task.

4. Membership

The ICWG will be a European Group. It will draw its membership from the eSafety Forum.

The membership of the ICWG will be set up by the selected co-chairs, who will ensure that the relevant expertise and all stakeholders will be present to in the group.

The Chairs and Co-chairs of the eSafety Forum Working Groups are especially encouraged to join the ICWG.

All members who join are expected to share the general objectives of the ICWG, and to be willing to actively contribute to its work.

5. Organisation and Structuring of the Work

The ICWG will be **co-chaired** by the representatives of the European Commission and a Member State. The co-chairs will be nominated by the Steering Group. The ICWG is expected to meet three to four times per year.

As the ICWG is a European Group, the other regions (USA, Japan, China, India etc) are **encouraged to establish similar regional groups** or bodies, to act as its counterpart.

The ICWG will bring experts of the Working Groups and eSafety partners in the different continents in contact with each other. This can be realised by setting-up **an inter-continental experts web database**.

The ICWG will contribute to the setting up of Inter-continental Workshops on selected topics. These Workshops can be co-organised with other regions, and can be run on several years as necessary (Example: The series of International WS on Vehicle Communications).

The ICWG will also organise Expert **Meetings and fact finding visits/tours**, as necessary.

The ICWG meetings will normally take place **in Brussels**. The European Commission will provide secretariat of the group including the provision of meeting rooms. eSafetySupport will support the ICWG as the other WGs, as described in its Description of Work.

5. Draft Workprogramme 2008

- Communicate new ToR;
- Stock-taking with the Working groups on the need for inter-continental knowledge and expertise and how to organise this. Proposed to organise this at the eSafety Forum meeting of November 6th, 2008;
- Discuss with representatives of the other continents the proposed approach at the ITS NY Worldcongress;
- Based on the findings define agenda for 2009

6. Reporting

The ICWG will provide regular reports on its progress to the Steering Group, and will present its results and recommendations at the eSafety Forum Plenary Meetings, when invited. All reports are considered to be public, if not explicitly stated otherwise by the Group chairs.

The ICWG Chairs and its members may be invited to present the Group's progress, reports and recommendations in other public meetings, workshops and conferences.

The Commission may use the ICWG results in its internal reporting and the eventual reports to the Council and the Parliament.

7. Costs

ICWG chairs and members are responsible for their own costs including travel costs and meeting expenses.

The European Commission will act as secretariat of the group. Working Meetings of the group are normally organised in Brussels in the Commission premises. eSafetySupport and COMeSafety Specific Support Actions may provide support to organising the Workshops, as stipulated in the Work Programmes.