

Memorandum of Understanding for the Foundation of the European Industry Forum for SCRF technology

1. Introduction

During recent years superconducting RF technology (SCRF) has gained substantial momentum. Several projects applying this technology are currently in the planning phase or under consideration. One is the European XFEL which uses a superconducting 20 GeV linear accelerator. Another example is the next major accelerator project in particle physics, the International Linear Collider (ILC). In addition several smaller projects are being planned. The overall investment in these projects is in the order of several B €.

The TESLA test facility (TTF) at DESY in Hamburg was built with strong involvement of European industry and has been operating including the TTF linear accelerator since 1996. TTF has added substantially to the solid base of know-how in the field of SCRF accelerators of European industry. The decision in favour of the SCRF technology for the ILC has substantially increased industrial interest in this technology, also in America and in Asia.

Therefore the intention emerged to create an European industry Forum on Superconducting Accelerator RF technology (hereinafter referred to as the Forum). The scope includes all systems and components needed for an SCRF accelerator, including all supplies and services for the balance of plant.

2. Purpose of the Memorandum of Understanding

The purpose of this Memorandum of Understanding (MoU) is to declare the mutual interest of all signing parties of the MoU to establish the Forum. The following stipulations shall be considered as an integral part of the prospective articles of association of the Forum.

3. Objectives

The Forum aims to bring together research institutes working in the field of SCRF technology or interested in getting involved and industrial companies interested in contributing to projects based on this technology.

The Forum provides a platform for interactions between the members and plans and performs actions to promote their common interests.

It is not intended by the signing parties to constitute between them any other rights or liabilities than those laid out in this MoU. This excludes in particular any entitlement or obligation concerning the transfer of confidential information between the signing parties.

The main interests of the research **institutes** in the forum are to:

- Generate support from decision makers for their accelerator projects
- Assure an early involvement of all companies interested in the projects by providing up-to-date information about the projects
- Stay informed about the areas of interest, the capabilities and capacities of industry to enable realistic planning for the realisation of projects
- Obtain information about trends in company policies
- Obtain information about requirements for economic fabrication of components in industry
- Assure the know-how transfer between industry and research institutes in order to obtain products of high quality at competitive prices

The main interests of the **companies** in the forum are to:

- Obtain up-to-date information about status of projects and opportunities for a planning strategy. In this context not only large projects like the European XFEL and the ILC are of interest but also smaller projects.
- Strengthen the links to the R&D capabilities and know-how available in research institutes
- Contribute the industrial know-how in mass production and quality assurance
- Identify potential industrial partners and institutes for cooperation

4. Mandate

The Forum has the following mandate:

- Form a visible body to generate support of projects at the political level in Europe in a coherent way in order to realize them.
- Ensure a flow of up-to-date information about projects between research institutes and industrial companies.
- Promote involvement of industry in projects –especially large projects- at an early stage.
- Promote the chances for European industry to obtain a fair share on projects in other regions by a common strategy.
- Support the members in gaining access to information channels and decision makers otherwise difficult to obtain.

5. Membership

- All research institutes in Europe involved or interested in getting involved in SCRF technology can become member of the Forum.
- All companies involved or interested in getting involved in the construction of accelerators based on SCRF technology can become member of the Forum, if they have production capacity related to the objectives of the Forum in Europe.
- All signing parties of this MoU shall be considered as Foundation Members of the Forum. In case further research institutes or companies apply for membership this shall be granted in accordance with the stipulations of article 6 of this MoU.

6. Organisation

The basic elements of the organisation are the **representatives** appointed by the members of the Forum, the **coordination board** and the **Spokesperson**. All representatives form the **plenary**.

6.1 Representatives

Each member of the Forum shall appoint one representative. The representatives serve as contact persons for communication and carry one vote each in the elections and votings.

6.2 Plenary

The **plenary** consists of all the representatives. Decisions of the plenary are taken by simple majority vote of the attending representatives.

- The plenary elects the spokesperson of the Forum.
- The plenary elects the members of the coordination board.
- The plenary confirms membership provisionally granted by the CB.
- The plenary decides on strategy and actions of the Forum.

Meetings of the forum may be attended by other personnel of the members besides the representatives and additionally by guests at the discretion of the Spokesperson.

6.3 Spokesperson

The Forum is chaired by a Spokesperson. The duties of the Spokesperson are:

- Representation of the forum to the outside
- Serving as contact-person for the Forum members and the outside
- Chairing the plenary and board meetings
- Organisation of meetings

The Spokesperson is elected by the plenary for a period of 2 years, re-election is possible. The spokesperson is automatically ex officio member and the chairperson of the coordination board.

6.4 Coordination Board (CB)

Purpose and tasks of board:

- Prepare plenary meetings and proposals to the plenary concerning actions,
- Prepare the execution of actions of the Forum,
- Distribute all relevant information to the representatives.
- Decide on provisional membership to institutes and companies as defined under article 5 applying for membership. A provisional

membership shall be granted by a simple majority of the attending CB members.

Composition:

- The number of members of the CB should be on the order of 12 persons. Research institutes and industry participation shall be balanced.
- Countries can be represented by a maximum of two representatives, one for institutes and one for industry.
- Industry representatives should come from companies that have their headquarters in Europe.
- Every country in Europe with major research institutions shall be represented in the CB. Their respective representatives should nominate one representative for industry and one for the research institutes to be elected into the CB.
- All European countries with no major research institution and with only small industry representation should pool and nominate one representative for industry and one for the research institutes to be elected into the CB.
- In addition persons with specific competence for certain actions can be elected to the board by the plenary. These additional persons may be nominated by any representative in the plenary.

Election to the CB:

Only representatives can vote.

The nominated Members of the CB have to be confirmed by the simple majority vote of the plenary.

The term is for 2 years, re-assignment is possible.

Members of the CB are expected to act in a way that is supportive of the objectives of the Forum and they are expected to contribute in ways that reflect this.

Refinements and extensions of the organisational structure can be decided by the plenary with a qualified majority of the representatives.

