



## Terms of Reference

### Call for expression of interest to participate in the European Commission pilot project 'European Consumer Food Waste Forum'

The present document defines the Terms of Reference (ToR) for the call for expression of interest to participate in the European Commission's pilot project 'European Consumer Food Waste Forum' through the provision of consultation and expertise.

#### 1. Background

In order to support the development of the pilot project *European Consumer Food Waste Forum*<sup>1</sup> and address prevention of food waste at the level of consumers, the Directorate-General for Health and Food Safety is seeking support of the Joint Research Centre. In this regard, the Joint Research Centre is looking to establish a **multi-disciplinary forum of researchers and practitioners in the area of consumer food waste prevention**. The forum will gather data and identify various evidence-based, practical solutions to reduce food waste at the consumer level, including household and food services. The forum will issue research- and evidence-based recommendations and develop tools to help reduce consumer food waste, aiming to produce a compendium of best practices to facilitate uptake of effective interventions. These will contribute to the work of the EU Platform on Food Losses and Food Waste and that of other players to help reduce consumer food waste.

The forum's deliverables will be **multi-level**, that is taking into account the role and needs of consumers as well as other key players engaged in food waste reduction such as national governments, local authorities, educational institutions, primary producers, companies, non-governmental organisations, and other relevant target groups. The forum will identify and develop **multi-dimensional** tools to support the implementation of effective food waste prevention interventions, taking into account consumers' motivation as well as the opportunity and their ability to initiate and change food waste-related behaviour. Such tools will also include recommendations to improve action design, monitoring and evaluation of interventions as well as knowledge sharing in this field. The effectiveness of the various interventions will be evaluated, and recommendations will be provided as regards the possible link of food waste prevention with other initiatives and/or areas (e.g. nutrition, donations, community actions, ICT solutions, etc.).

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<sup>1</sup> Definitive Adoption (EU, Euratom) 2021/417 of the European Union's general budget for the financial year 2021 (L93/1480-81). Available at <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32021B0417&from=EN>

As JRC's scientific expertise does not cover all relevant fields and given the nature of the project that requires the engagement of a variety of stakeholders with a plurality of perspectives, we are seeking external expertise to assist in the development and implementation of this project.

## 2. Aim

The aim of the present call is to create a pool of potential collaborators with a proven track record and expertise in consumer food waste prevention to participate in the European Commission's pilot project called the '*European Consumer Food Waste Forum*'.

## 3. Scope of work and profile of collaborators

Selected participants should be prepared to attend meetings systematically, to contribute actively to discussions in the forum, to be involved in preparatory work ahead of meetings, to develop documents, examine and provide comments on documents under discussion, to examine specific questions and to act, as appropriate, as 'rapporteurs' on ad hoc basis.

The European Commission is seeking individuals with a track record in **consumer food waste prevention interventions**, that is who have a scientific background and/or practical experience in the design, implementation, and evaluation of such interventions. We are looking for individuals from different organisations (e.g., academia; government; primary producers; industry; non-governmental organisations; research institutes; international organisations) and with expertise in a range of disciplines and thematic fields including, but not limited to:

- Behavioural change interventions/programmes
- Behavioural science
- Communication
- Consumer science
- Economics
- Education
- Environmental science
- Food policy
- Food science/food safety
- Food waste prevention
- Measurement and evaluation of food waste initiatives
- Nutrition
- Public health
- Social marketing
- Social sciences.

## 4. Application

Applicants interested in the Call must apply before the deadline of 12 August 2021 through the [EU survey application form](#). Incomplete applications or applications submitted through other means will be rejected. Applications must be completed in English.

The EU Survey seeks information on:

- Identification and affiliation
- Current role and area of expertise
- Current and previous expertise related to the project
- Motivation
- Documentation of relevant projects, publications, and
- *Curriculum Vitae*.

In applying, applicants accept the procedures and conditions described in this call and in the documents to which it refers.

## 5. Assessment Criteria

The following assessment criteria and weighting will be used for the selection of collaborators:

- Expertise and skills: proven and relevant competence and experience in areas related to consumer food waste prevention (40%);
- Motivation: personal contribution proposed to the project (30%);
- Documentation: evidence of relevant deliverables in the area of consumer food waste prevention (30%).

As a general rule, working documents will be drafted in English and meetings will also be conducted in English. Therefore, excellent working proficiency in the working language is a prerequisite.

When defining the overall composition of the forum, the Commission shall aim at ensuring a manageable group (10-15 collaborators) covering a range of fields of expertise and experience related to food waste prevention and reflecting also the diversity of the EU's food cultures.

## 6. Registration to the expert database

We also encourage potential collaborators interested in contributing to the Forum's work to register in the European Commission's database of independent experts. This can be done independently from this call for expression of interest at any time, via the following link: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert>

## 7. Timeline

- The **deadline** for submission of applications is **12 August 2021**.
- The selected candidates will be notified by **17 September 2021**.
- A list resulting from this notice is valid until **31 July 2023** and can be used by the Commission

to appoint replacements for participants in the forum, as necessary.

- The work of the forum is expected to start in **October 2021**.
- The project is expected to conclude in **July 2023**.

## **8. Questions/additional information**

### **Contact**

For any further information on this call, please contact: [JRC-FOODWASTE-FORUM@ec.europa.eu](mailto:JRC-FOODWASTE-FORUM@ec.europa.eu) by referring to the call in the subject of the e-mail.

### **Personal Data Protection**

The European Commission is committed to personal data protection. Any personal data are processed in line with the Regulation (EU) 2018/1725. Please read the [privacy statement](#) published with this call.