

PCP WISE Terms of Reference of the Stakeholder Observatory Group

WP2 Impact Maximization

Aerospace Valley



Funded by
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1. Introduction

PCP WISE (Pre-Commercial Procurement for Water Management Innovation from Space for European Climate Resilience) is a Horizon Europe-funded **Pre-commercial Procurement** (PCP) action which supports the **European Green Deal** by advancing the use of EO, data, and products. The project aims to develop **cutting-edge climate resilience and water management solutions** (up to TRL 8), addressing challenges such as **floods, fires, and infrastructure impacts** across both **rural and urban areas**. Through **collaboration** between public buyers, researchers, and industry, PCP WISE seeks to deliver advanced climate services that strengthen Europe's capacity to **adapt to and mitigate the effects of climate change**.

An important component of PCP WISE is the establishment of the **Stakeholder Observatory Group (SOG)**, designed to facilitate inclusive dialogue and collaboration among diverse stakeholders. This group aims to ensure that the solutions developed align with the needs and expectations of end-users, policymakers, researchers, and industry representatives. By providing a structured cooperation for consultation and feedback, the Stakeholder Observatory Group will play a pivotal role in guiding the project's direction and maximising its impact.

This document outlines the Terms of Reference for the Stakeholder Observatory Group, detailing its **objectives, scope, roles, responsibilities, and operational procedures**. The aim is to foster effective stakeholder engagement, promote transparency, and support the successful implementation of the PCP WISE project objectives.

2. PCP WISE objectives and impact

2.1. PCP WISE objectives

The PCP WISE project is based on a previous EU initiative, **PROTECT**, that successfully developed a comprehensive body of knowledge along with a large community of over 200 public buyers and suppliers. This community represents a key foundation for the implementation of PCP WISE and supports the relevance and possible impact of the project. PCP WISE leverages the insights, shared challenges, and cross-sectoral synergies identified by PROTECT, that had a particular focus on five strategic application domains: **marine and coastal environments, energy and utilities, sustainable urban communities, agriculture and forestry, and civil security and protection**. Through these domains, PROTECT underscored the urgent need for innovative solutions to address complex environmental and societal challenges, such as floods, wildfires, and resilient infrastructure.

Refining this approach, PCP WISE concentrates on the overarching challenge of water management. It does so by addressing **5 distinct use cases** that span a variety of geographical and contextual settings, including both rural and urban environments, and covering both slow- and fast-onset crises.

The four main **objectives** of PCP WISE are to:

- **Develop** and **test** state-of-the-art technologies for climate adaptation using space and EO data



- Foster **cooperation** between regional water management, cities, communities, and crisis organizations across EU Member States
- Create common operational information products on local and regional water, soil, and climate systems to **improve decision-making**
- Establish an **active user network** for exchange, validation, and continuous improvement of climate services through the PCP approach

2.2. PCP WISE expected impact

Taking note of the previously mentioned objectives, the PCP WISE consortium defined 3 categories of impact considered important to be achieved and maximized:

- **Scientific Impacts**
 - Advanced soil-water balance insights based on space information
 - Long-term event forecasting for water and crisis management
 - Contribution to EO systems and climate service
- **Economic Impacts**
 - Cost savings through improved risk prevention and mitigation
 - New business opportunities in climate services sector
 - More efficient resource allocation in water management
- **Societal Impacts**
 - Enhanced climate change preparedness for communities
 - Increased resilience of urban and rural areas to climate risks
 - Improved public safety through better crisis response

3. PCP WISE Stakeholder Observatory Group

3.1. General objectives of the SOG

To support the effective implementation and long-term impact of the PCP WISE project, a Stakeholder Observatory Group has been established. It constitutes an advisory and consultative body composed of representatives from key sectors, including public authorities, industry, academia, and civil society. This group will play a critical role in ensuring that project outcomes are aligned with real-world needs, that diverse perspectives are integrated into decision-making processes, and that the solutions developed are relevant, scalable, and sustainable. The following (non-exhaustive) objectives define the core functions and contributions of the SOG throughout the duration of the project.



Globally speaking, all SOG members are meant to:

- **Provide Strategic Guidance**
To offer insights and recommendations that help align project activities with stakeholder needs, policy priorities, and market trends.
- **Facilitate Dialogue and Collaboration**
To help in the communication between public authorities, suppliers, researchers, civil society, and other relevant actors, promoting mutual understanding and cooperation.
- **Ensure Relevance and Usability of Solutions**
To review and validate project outcomes—such as proposed solutions, use cases, and methodologies—to verify they address real-world challenges and are applicable across different contexts.
- **Support Dissemination and Outreach**
To contribute to the communication and dissemination of project results, broadening awareness and fostering uptake by relevant communities and sectors.
- **Promote Transparency and Accountability**
To enhance project credibility by involving, in accordance with the coordination of PCP WISE and on a need-basis only, diverse external perspectives in the evaluation of progress, ethical considerations, and policy alignment.
- **Identify Barriers and Opportunities**
To help the consortium anticipate regulatory, technical, or market-related barriers, and to identify opportunities for scaling, replication, or policy integration.
- **Enhance Impact and Sustainability**
To contribute to strategies that maximize the long-term impact and sustainability of the project outcomes, including their integration into public procurement practices or future initiatives.

3.2. Who can be part of the SOG?

Three categories of Stakeholders were defined in Deliverable D2.2 “Dissemination Plan” of the project and two of them have a purpose here as well, along with specific objectives for the SOG.

Here are the exact definitions:

External Stakeholder Category	Description
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Followers	Organisations and individuals interested in PCP WISE who are <u>not buyers or suppliers</u> – e.g., policymakers, networks, associations, EU projects, media, NGOs, and civil society – supporting advocacy and market uptake .
Replicators	<u>Public procurers/ buyers</u> outside the consortium interested in adopting PCP WISE solutions – e.g., municipalities, regions, ministries, water or environmental agencies, and authorities facing climate adaptation challenges – ensuring replicability of the project's model and outcomes.
Suppliers	Also known as market “providers” or “contractors”, these are <u>companies, start-ups, and research organisations</u> developing EO-based solutions for PCP WISE buyers – e.g., EO tech providers, climate service providers, and water management innovators – that will respond to the September 2022 call for tenders.

The categories that are meant to be part of the SOG are as follow:

PCP WISE Followers

This category serves as vital multipliers and enablers of impact of the project. While not directly involved in procurement or technology development, they can support **advocacy, awareness, and uptake of project outcomes**. Therefore, their specific **objectives and possible actions** within the SOG include:

- **Support Awareness-Raising and Communication**
Promote visibility of the project's goals, progress, and results through networks, media channels, and public events to reach a broader audience when appropriate and following their internal communication policies
 - Publish regular project updates and success stories on organizational websites and social media channels to showcase progress and impact.
 - Register and participate on the **PCP WISE Community Platform**
 - Organize or participate in public-facing events (e.g., webinars, local fairs, or exhibitions) to explain the project's goals and gather public interest.
- **Facilitate Policy Dialogue and Alignment**
Contribute to discussions on how PCP WISE outcomes can inform or align with existing and emerging policy frameworks at local, national, or EU levels.
 - Review reports from the project and, when possible, provide feedback on them.
 - Participate in policy roundtables or advisory boards to present PCP WISE findings and advocate for policy alignment.
 - Propose written recommendations or policy briefs to relevant governmental or EU bodies highlighting how project outcomes address current policy gaps when relevant.
- **Promote Knowledge Exchange**
Share insights, experiences, and best practices from their respective fields or initiatives, enriching the project with external expertise and perspectives.



- Propose to host thematic workshops or peer-learning sessions with other professionals or stakeholders to share methods and lessons learned.
- Contribute case studies or expert insights to the project's platform or collaborative reports.
- **Enable Community Engagement**
Act as intermediaries to help engage local communities and end-users in the project's thematic areas, especially those impacted by water-related risks.
 - Organize sessions with local community members to gather input on water-related challenges and potential solutions.
 - Translate and disseminate project information into accessible formats and local languages to reach non-technical audiences when relevant.
- **Foster Advocacy for Market Uptake**
Advocate for the adoption and scaling of innovative climate and water management solutions developed within the project by mobilizing public interest and institutional support.
 - Present project innovations at industry conferences or investor forums to encourage adoption and investment.
 - Engage with local authorities or procurement bodies to explore pilot implementations of developed solutions.
- **Bridge with Related Initiatives**
Create synergies with other relevant EU or international projects, encouraging cross-project collaboration and maximizing collective impact.
 - Establish joint events or communication campaigns with other EU/international projects working on climate adaptation or water resilience.
 - Map and connect with similar initiatives to exchange data, methodologies, or tools that could enhance mutual impact.

PCP WISE Replicators

Their engagement in the Stakeholder Group is essential to ensure the **replicability, scalability, and transferability** of PCP WISE outcomes across diverse territorial and institutional contexts. Therefore, the specific **objectives and possible actions** for Replicators are as follows:

- **Explore Opportunities for Solution Adoption**
Assess the relevance and applicability of PCP WISE solutions in their own operational contexts, with a view toward future procurement or integration.
 - Review the technical, financial, and operational fit of specific PCP WISE solutions
 - Propose to hold a workshop to evaluate integration pathways and procurement interest within your organization.
- **Contribute to Validation and Feedback**
Provide insights and practical feedback on the proposed use-cases and solutions, based on local priorities, regulatory environments, and technical needs.



- Deploy a small-scale test of a PCP WISE solution in a controlled environment, then collect structured feedback through surveys or user interviews if viewed as necessary and possible.
- Provide a formal feedback report to PCP WISE highlighting alignment (or misalignment) with local regulations, data standards, or user expectations.
- **Support Replicability of the Procurement Model**
Evaluate and, if appropriate, adopt aspects of the PCP WISE pre-commercial procurement model, adapting it to national or regional procedures where appropriate.
 - Check your national/regional procurement rules against PCP WISE process to identify congruencies and gaps.
- **Promote Institutional Alignment and Readiness**
Identify internal mechanisms and conditions (legal, financial, procedural) required to enable the uptake of PCP WISE outcomes within their organizations.
 - Conduct an internal readiness assessment covering legal, budgetary, and procedural dimensions needed to adopt PCP WISE outputs.
- **Participate in Capacity-Building Activities**
Engage in knowledge-sharing and training activities to build institutional capacity for innovation procurement and climate resilience planning.
 - Register relevant staff for upcoming PCP WISE-led webinars, tool-specific training sessions, or exchange forums on innovation procurement and climate resilience.
 - Publish regular project updates and success stories on organizational websites and social media channels to showcase progress and impact.
 - Register and participate on the [PCP WISE Community Platform](#).
- **Contribute to Cross-Regional Scaling**
Act as ambassadors for the PCP WISE project, helping to expand the reach and impact of the project by sharing experiences and lessons learned from peer institutions.
 - Offer to present virtually or in person at partner-region events (e.g., inter-regional climate forums), sharing your journey and encouraging peer organizations to explore PCP WISE adoption.

3.3. Timeline and Workload

To meet these objectives and among other activities, SOG Members will kindly be invited to:

- Participate in **at least 5 dedicated SOG meetings (every six months starting from September 2025)** during the project (i.e., up to 31 December 2027). Most of these meetings will be held online, but it can be proposed to hold 1 or more on site if necessary. The PCP WISE consortium will provide the SOG, ten days prior to the scheduled call, a brief Executive Summary of the Actions undertaken by the Consortium, as well as an agenda for the meeting.



- Participate in **at least one of the six online scalability and replicability workshops** aimed at discussing the results of the PCP WISE prototype solutions developed and at collecting feedback and opinions on the scalability, interoperability and replicability aspects and potential uptake of these solutions by a secondary pool of procurers. These workshops will also serve to assess the contribution of these solutions to the EU Green Deal¹, GEOSS² and EuroGEO³ initiative. These workshops will engage public and possibly private buyers external to the PCP WISE consortium and seek their recommendations for developing a roadmap for the scale up, interoperability and replication of PCP-WISE's solutions in their local context. Suppliers will be invited to participate in the scalability and replicability workshops to present their solutions to other external buyers.
- **Take part in an expert panel of discussions** and/or deliver interventions during high-level climate procurement conferences.
- **Contribute to strategic project tasks/deliverables** by giving feedback on e.g. progress reports, and implementation/innovation plans to foster quality insurance.

4. Pro-bono work and travels

SOG Members will perform pro-bono for the services and meetings that are planned in Part 3 of this document.

No reimbursement of travel(s) or subsistence costs, if any, is planned at the time of creating this document.

5. Rights and Obligations

This part is meant to define the rights and obligations of all SOG Members and will be considered a Charter of Conduct for the SOG.

The language of this document is the work language that will be used during the entirety of the participation of the SOG Members: English.

Most communication will be done by email, pending some meetings that will be held mainly online, as stated in Section 3.3 of this document.

Finally, the contribution of all SOG members will last from the moment of the last signature of these Terms of Reference till the last day of the PCP WISE project, 31/12/2027.

5.1 Rights of the SOG Members

All members of the SOG have the right to:

¹ The European Green Deal - European Commission

² <https://www.geoportal.org/>

³ EuroGEO



- **Access to Relevant Information**
 - Right to receive timely, accurate, and sufficient information on project objectives, progress, outputs, and key decisions (when those could impact the project or the SOG).
- **Participation in Meetings and Consultations**
 - Right to be invited to participate in SOG meetings, workshops, consultations, and other engagement activities. These invitations will be made in advance, when deemed necessary by the consortium and shall not be considered mandatory.
- **Right to Be Heard**
 - Right to provide input, share perspectives, and raise concerns, with the expectation that their feedback will be acknowledged and considered.
- **Right to Recognition**
 - Right to be acknowledged in project communications (where and when appropriate), including reports, websites, or events, subject to consent.
- **Confidentiality and Data Protection**
 - Right to expect that any sensitive information shared will be treated confidentially and in accordance with GDPR or relevant regulations.
- **Voluntary Participation**
 - Right to withdraw from the Stakeholder Observatory Group at any time without penalty, upon notice. This notice can be made orally during an official meeting or by email to the Coordination Team, putting WP2 contacts in copy

5.2 Obligations of the SOG Members

All Members of the SOG are obligated to:

- **Constructive Commitment**
 - Obligation to engage actively and respectfully, contributing knowledge, feedback, and expertise to support PCP WISE objectives.
- **Attendance and Participation**
 - Obligation to attend scheduled meetings or inform the organizers in advance if attendance is not possible.
- **Respect for Confidentiality**
 - Obligation to maintain confidentiality on internal or unpublished information shared within the group as disclaimed in [Section 6](#) of this document.
- **Transparency and Disclosure**
 - Obligation to declare any potential conflicts of interest or affiliations that might influence their contributions and put the results of PCP WISE in jeopardy.
- **Support Dissemination and Outreach**



- When appropriate and if in line with your internal rules, obligation to support awareness-raising or dissemination efforts aligned with the project's communication strategy.
- **No Representation Without Consent**
 - Obligation not to speak or act on behalf of the project without explicit authorization by either the Coordination Team or WP2 Team.
- **Compliance with Ethical Standards**
 - Obligation to adhere to the ethical principles outlined in the Charter, including mutual respect, inclusion, and integrity.

5.3 Contacts to be considered by SOG Members

The main contact points for any SOG Members are listed below:

For any administrative issue

- **Coordination Team – BARRABES**
 - Lúa LEGAZPI GIL lua.legazpi@barrabes.biz
 - Rocío BENEYTO CALVO rocio.beneyto@barrabes.biz
 - Amaia GIL SALVADOR amaia.gil@barrabes.biz
 - Pablo MARTINEZ pablo.martinez@barrabes.biz

For any other matter

- **WP2 Team – G.A.C., Aerospace Valley and Evenflow**
 - Melissa CAMPAGNO mcampagno@group-gac.com
 - Sofiane BARI sbari@group-gac.com
 - Laure VIDAL vidal@aerospace-valley.com
 - Julia CAUFAPE julia@evenflow.eu

6. Confidentiality Agreement

The SOG Members shall maintain in confidence – also for a period of 1 year after the termination of this Agreement – all "Information", i.e., all knowledge, documents, tasks, and business transactions of PCP WISE disclosed under these Terms of Reference, as well as the Results obtained, unless such Information has come into the public domain by no breach of these Terms of Reference, or both parties have waived confidentiality in writing.

The SOG Members shall take all necessary steps to ensure that PCP WISE requirements regarding confidentiality, information security, and intellectual property and copyright protections – arising from these Terms of Reference – are observed by their staff, employees, or any other person acting on their behalf who may have access to such information.

The above confidentiality clause acknowledges that any foreground and background provided by the SOG Members remains the property of the relevant advisor.



7. Signature

PCP WISE Coordination

Name of the Legal Signatory

Position of the Legal Signatory

Name of the Organization

Location

Date

SOG Member

Name of the Legal Signatory

Position of the Legal Signatory

Name of the Organization

Location

Date