

Rules of Procedure

EOSC Federation Node Operations Committee (NOC)

1. Purpose and Scope

The EOSC Federation operates under the framework of the EOSC Tripartite Governance. A Memorandum of Understanding (MoU¹) between the EOSC Association AISBL ("EOSC Association") and participating EOSC Nodes defines the interim operational and governance arrangements for the piloting phase of the Federation.

These Rules of Procedure govern the organisation and functioning of the EOSC Node Operations Committee ("NOC") established under the MoU.

The NOC formed under the guidance of the EOSC Node Coordinator Committee addresses cross-node technical matters, with a focus on coordination of service and resource onboarding, advancement of interoperability, monitoring of technical implementation of federating capabilities, operational services management organisation, and developing practices that enable seamless integration of services and resources across EOSC Nodes and ready these for production as part of an operational federation.

The NOC reports to the EOSC Federation Node Coordinators Committee.

2. Composition and Roles

The NOC consists of:

- One appointed representative (referred to as a Member) from each MoU Participant (the EOSC Association and each EOSC Node signatory) representing each Participant as their "Operations Manager";
- Up to three Co-Chairs elected by the Members from among themselves; The Co-chairs may be elected for a one year term, which can be extended for up to a maximum of 3 years;
- A Secretariat provided by the EOSC Association.

Members may designate a "Deputy Operations Manager" to vote in case of member absence.

The Co-chairs may invite external experts or representatives. Co-chairs or representatives of the EOSC Federation Interim Working Groups (WGs) that report to the Nodes Operations Committee

¹ Memorandum of Understanding on Preparing Operational Integration within the Envisaged EOSC Federation, https://eosc.eu/wp-content/uploads/2025/10/20251103_MoU_Operational-Preparation_EOSC-Federation.pdf



may, upon invitation of the Co-chairs, participate as Observers. EOSC Nodes that have successfully completed the EOSC Node enrolment process but have not yet signed this MoU may, upon invitation of the Co-chairs, participate as Observers. Deputy Operations Managers may participate as Observers.

Observers may participate in discussions at the invitation of the Co-chair but do not have voting rights.

Members shall act in the interest of the EOSC Federation and disclose any potential conflict of interest relevant to agenda items.

3. Meetings and Procedures

The NOC meets at least monthly. Meetings are convened by the Co-Chairs with at least 10 calendar days' notice. The provisional agenda shall be circulated at least 5 calendar days before the meeting.

The NOC may meet physically or virtually.

Draft minutes shall be circulated within 15 calendar days after the meeting. Comments shall be submitted before the subsequent meeting. Minutes are adopted at the following meeting and shall include attendance, a summary of discussions, decisions taken, and action points.

The NOC shall seek to operate by consensus. Working documents from the NOC shall be circulated for feedback allowing sufficient time for response (at least 25 calendar days). Due reminders (at least 2 written reminders) will be sent to the members, before the documents can be considered closed. A quorum is reached when at least two-thirds of the Members are present or represented.

Where consensus cannot be reached, decisions may be taken by vote upon request of a Member and approval by a simple majority of Members present. Decisions shall be adopted by a two-thirds majority of Members present and voting, unless otherwise specified.

Voting may take place during meetings or, in duly justified cases, by written procedure. In written procedure, the proposal shall be circulated with a clear deadline for response of not less than five calendar days.

4. Sub Groups

The NOC may establish internal sub-groups (SGs) to address specific thematic or technical matters. The NOC shall endorse each SG's mandate, scope, composition, and duration. SGs report to the NOC and any recommendations will need to be agreed upon by the NOC and approved by NCC.



5. Working Groups

Working Groups (WGs) established by the NCC under the NOC umbrella (including but not limited to, Architecture and federating policies WG, Federated AAI WG, and Federated EOSC Node resource catalogues WG) will report to the NOC for operational alignment. Any recommendations and policy adoption will need to be agreed upon by the NOC and approved by NCC.

6. Transparency and Confidentiality

The EOSC Association shall ensure appropriate transparency regarding the functioning of the NOC and its SGs. Material explicitly identified as confidential by the NOC shall not be made public.

7. Amendment of the Rules of Procedure

These Rules of Procedure may be amended by a two-thirds majority of Members present and voting.