

## EOSC Federation Interim Working Group (WG) Rules of Procedure

### **Working Group Name:**

Federating EOSC Node Resource Catalogues 2026

### **Mandate:**

Enabling catalogue data exchange in the service catalogues and supporting the transition into production of the EOSC Federation in collaboration with the EEN [deadline Sept 2026, EOSC Symposium].

Ensure alignment with results and outcomes of other expert groups, e.g. EOSC Semantic and technical interoperability task force and the Opportunity Area Metadata, ontologies and interoperability OA2: Metadata, Ontologies and Interoperability, OSTrails etc.

Update the service catalogue guidelines data model to define the controlled vocabularies for service classification, research domain and access/order types (spring 2026)

Document the services presented in the service catalogue when going into production

Supporting enrolling with sufficient guidance and documentation (summer 2026)

Coordinate with relevant projects and groups to agree on the resource data model, and how to include resources (onboard and make accessible) in the catalogues and document clear criteria (autumn 2026)

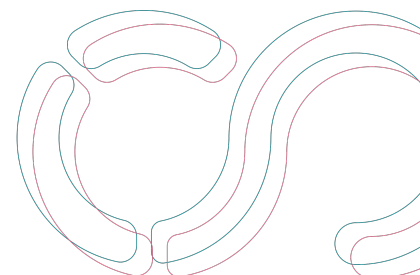
## 1. Purpose and Scope

The EOSC Federation operates under the framework of the EOSC Tripartite Governance. A Memorandum of Understanding (MoU) 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 Federated EOSC Node Resource Catalogues Working Group established under the MoU.

The Working Group (WG) is established by the Interim EOSC Node Coordinators Committee (NCC) to address specific thematic or technical matters within the EOSC Federation.

The WG operates in accordance with the mandate, scope, and duration endorsed by the NCC and contributes to the functioning and development of the EOSC Federation.



## 2. Composition and Roles

The WG is composed of participants designated by NCC Members and, where appropriate, additional experts or stakeholders.

The co-chairs must be informed of any additional participants from NCC Members beforehand, and they may limit the number of participants per NCC Member.

The WG shall appoint up to three Co-Chairs from among its members.

The term of office of the Co-Chair(s) shall be one year and may be renewed.

Where the Working Group is unable to reach consensus on the appointment of Co-Chair(s), the matter may be referred to the NCC for guidance or resolution.

The Co-Chairs:

- Act as a collegial leadership team;
- Coordinate the work of the WG;
- Prepare meetings and draft agendas;
- Ensure reporting to the NCC and, where applicable, to the Node Operations Committee (NOC).

The WG may invite external experts or observers to contribute to specific topics. Such participants do not take part in decision-making, e.g. members of the EOSC Semantic and technical interoperability task force and the Opportunity Area Metadata, ontologies and interoperability. Invitations to external experts, representatives of EOSC governance bodies, or other stakeholders shall be issued by the Co-Chairs. Such invitations shall be communicated to Members together with the agenda.

Where appropriate, joint discussions or information exchanges may be organised with relevant EC-funded projects or Tripartite initiatives to promote alignment and mutual understanding.

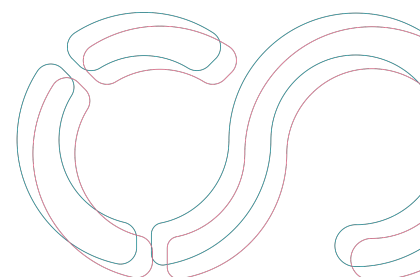
## 3. Meetings and Procedures

The WG shall meet as required to fulfil its mandate.

Meetings are convened by the Co-Chairs with advanced notice given to the participants. A draft agenda shall be circulated in advance.

WG members may propose agenda items.

The WG may meet physically or virtually.



Closed sessions may be organised for specific agenda items. Participation in closed sessions shall be limited to WG members. The decision to hold a closed session shall be taken by the Co-Chairs or at the request of a member.

## 4. Decision-Making

The WG shall seek to operate by consensus.

Where consensus cannot be reached, the WG may adopt conclusions or recommendations by a simple majority of members present and voting. Where the WG is unable to reach a decision, the matter may be referred to the NCC for guidance or resolution.

WG outputs are not binding and are submitted to the NCC for consideration, endorsement, or further action.

## 5. Reporting

The WG shall report upon request to the NCC on its activities and progress.

Technical Working Groups shall also report on their operational status, progress, and technical matters to the Node Operations Committee (NOC), as appropriate.

The WG shall submit outputs, recommendations, or proposals to the NCC for review and endorsement.

## 6. Transparency and Confidentiality

The WG shall ensure an appropriate level of transparency regarding its activities.

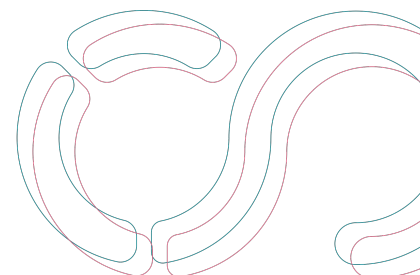
Summaries of discussions and outputs may be shared with the NCC and, where applicable, the NOC.

Transparency shall include, unless otherwise decided by the WG for duly justified reasons:

- The publication of the mandate and composition of the WG;
- A summary of meetings and key outcomes;
- Non-confidential adopted recommendations or decisions.

Material explicitly identified as confidential by the WG shall not be made public where its disclosure could:

- Prejudice legitimate institutional, commercial or cybersecurity interests;
- Involve personal data;



- Undermine ongoing deliberations.

## 7. Duration and Amendment

The WG operates for the duration defined in its mandate, unless extended or terminated by the NCC.

