

Statutes of the SHARE-ERIC

Concerning the Building Up and Operation of the Survey of Health, Ageing and Retirement in Europe (SHARE)

Version effective 10 December 2020

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The Republic of Austria
The Kingdom of Belgium
The Republic of Bulgaria
The Republic of Croatia
The Republic of Cyprus
The Czech Republic
The French Republic
The Federal Republic of Germany
The Hellenic Republic
Hungary
The State of Israel
The Italian Republic
The Kingdom of the Netherlands
The Republic of Poland
The Republic of Slovenia
The Kingdom of Sweden

Hereinafter referred to as "the Contracting Parties",

Desiring to further strengthen Europe's and the Contracting Party countries' position in research in the world, and to intensify scientific co-operation across disciplinary and national boundaries;

Considering a report by the European Commission to the European Council of 2001 (Council Document 6997/01) which identifies population ageing and its social and economic challenges to growth and prosperity to be among the most pressing challenges of the 21st century in Europe, which points out serious infrastructure gaps in understanding individual and population ageing, and which then calls to "*examine the possibility of establishing, in co-operation with Member States, a European Longitudinal Ageing Survey*" in order to foster European research on ageing;

Building on the current prototype of a Survey of Health, Ageing and Retirement in Europe (SHARE) which has been selected by the ESFRI roadmap process to be upgraded as one of the central research infrastructures of the European Research Area;

Recognizing that this new interdisciplinary, international, and longitudinal survey with unprecedented quality regarding coherence, breadth and international comparability will in the future be of great significance in many different fields of fundamental and applied sciences such as demography, economics, epidemiology, gerontology, biology, medicine, psychology, public health, health policy, sociology and statistics;

Recognizing that evidence-based public policy making requires an up-to-date data infrastructure;

Expecting other countries to participate in the activities undertaken together under the following Statutes;

Have agreed as follows:

Article 1
Establishment of a SHARE-ERIC

- (1) There shall be a distributed European Research Infrastructure called the Survey of Health, Ageing and Retirement in Europe (SHARE).
- (2) SHARE shall have the legal form of a European Research Infrastructure Consortium (ERIC) incorporated under the provision of Council Regulation 723/2009 of 25 June 2009 and be named “SHARE-ERIC” (hereafter also referred to as “the Organisation”).

Article 2
Statutory Seat and Working Language

- (1) The Statutory Seat of the Organisation shall be in Munich, Germany.
- (2) The working language of the Organisation shall be English.

Article 3
Tasks

- (1) SHARE-ERIC shall build an infrastructure of micro data of households and individuals necessary to understand individual and societal ageing (hereinafter also referred to as “the Survey”). Its main tasks are:
 - (a) to *design a core survey instrument* which captures the essential information on the economic, health, and family/social conditions of life of individuals aged 50 and older and their partners;
 - (b) to *administer this survey instrument* every two years to a panel of respondents in each participating countries and to maintain contact to all panel members between panel waves;
 - (c) to assemble the collected information in a *user-friendly data base* accessible to all scientific researchers subject to applicable data confidentiality restrictions and to maintain this data base including basic data cleaning, imputation, and documentation.
- (2) The current prototype of SHARE shall be upgraded along three dimensions:
 - (a) *prolong SHARE over time* in order to generate a genuine panel that follows individuals as they age and react to the changes in the social and economic environment. The upgrade will add seven further waves every two years in three phases as defined in Article 10.
 - (b) *expand SHARE to include all EU Member States*.
 - (c) *increase sample size of SHARE* in order to make the Survey usable also for with-in-country analyses. In general, the target sample size shall be 6000 individuals aged 50 and older in each member country.
- (3) The SHARE-ERIC shall pursue its tasks on a non-economic basis.

Article 4
Principles

- (1) SHARE shall be designed by researchers for researchers. Excellence in research is paramount to all other considerations. The scientific excellence of SHARE shall be monitored by an independent Scientific Monitoring Board (Annex 2).
- (2) SHARE shall be a supranational survey. Cross-national comparability within SHARE shall

govern all design decisions. In addition, comparability with its sister surveys, notably the U.S. Health and Retirement Study and the English Longitudinal Study of Ageing, shall inform the design decisions of SHARE. Topics with supranational research potential shall have priority over topics applicable to single countries.

(3) SHARE shall integrate economics, health, and social science. Topics with interdisciplinary research potential shall have priority over topics applicable to single disciplines.

(4) SHARE shall be a longitudinal survey, following individuals as they age. Topics with longitudinal research potential shall have priority over topics applicable to single points in time.

(5) Research based on SHARE shall facilitate evidence-based EU policies, such as the Europe 2020 Innovation Union Initiative, to help meeting the challenges of population ageing in all countries of the EU.

Article 5

Bodies of the Organisation and Scientific Partner Institutions

(1) The bodies of the Organisation shall be:

- the Council (Article 6),
- the Management Board (Article 7),
- the Assembly of the Country Team Leaders (Article 8), and
- the Scientific Monitoring Board (Article 9).

(2) The Scientific Partner Institutions are the host institutions of the Country Team Leaders.

(3) The current Country Team Leaders and their associated Scientific Partner Institutions in the countries of the Contracting Parties are listed in Annex 1.

Article 6

The Council

(1) Each Contracting Party shall be represented in the Council by up to two delegates. Delegates to the Council shall be appointed and have their appointments terminated by the Contracting Party. Each Contracting Party shall inform the Chairperson of the Council in writing of any appointment or termination of appointments of its delegates to the Council without undue delay.

(2) Contracting Parties committing to pay the contribution required by Article 11 for a running entire Phase as defined in Article 10 carry two votes. The votes cannot be split.

(3) Contracting Parties committing to pay the contribution required by Article 11 for a running Wave only carry one vote.

(4) If a Contracting Party fails to pay its contribution due within 3 months after being summoned by the Managing Director of SHARE, its voting right will be suspended until full payment has been made.

(5) Decisions shall be taken by simple majority voting unless otherwise determined in these Statutes. In case of a tie, the vote of the Host Country shall break that tie.

(6) The Council shall elect a Chairperson and a Vice-Chairperson from the delegations of the Contracting Parties for a period of two years. With their election the Chairperson and Vice-Chairperson become supra partes and leave their delegations. The Contracting Parties affected by these departures appoint another delegate to represent them in the Council.

(7) The Council meets at least once a year. Meetings of the Council shall be convened by the Chairperson of the Council. Meetings of the Council shall also be convened at the request of at least two Contracting Parties. Extraordinary meetings of the Council may also be convened at the request of the Managing Director if it is required in the interest of the Organisation.

(8) The Council receives and approves the annual report, the financial statement and the annual spending plan submitted by the Management Board. The Council shall review at least annually the actual and forecasted survey and operating costs. The Council acting unanimously may approve a modification of the contribution to those other common costs in the annual spending plan that are not covered by any other funding source (Article 11 (7)).

(9) The Council receives and acknowledges the annual activity plan which contains the broad scientific aims of SHARE, the survey emphasis of the next wave, the certification process and the survey and dissemination schedule.

(10) The Council elects with a qualified vote (at least two thirds of the Contracting Parties) the members of the Management Board for positions according to Article 7 (1) upon nomination by the Assembly of Country Team Leaders.

Article 7

The Management Board

(1) The Management Board is composed of up to eleven members, including:

- (a) the Managing Director of SHARE-ERIC (herein referred to as “the Managing Director”);
- (b) the International Coordinator of SHARE,
- (c) the Questionnaire Coordinator,
- (d) five Area Coordinators representing the scientific areas of SHARE (income and wealth, work and retirement, health, health care, and social/family networks);
- (e) other scientists representing an important scientific field or an important operational centre of SHARE for a period of two years (re-election is possible);
- (f) the chairperson of the Assembly of Country Team Leaders.

The Managing Director assigns one member of the Management Board to be Deputy Managing Director.

(2) Members of the Management Board shall be internationally reputable researchers with experience in research on ageing and/or survey management.

(3) The Management Board proposes all strategic and budgetary decisions to the Council. It is responsible for all financial and governance processes which maintain scientific integrity, cross-national comparability, and an overall balance of the SHARE survey design. Specifically, it is accountable for the SHARE-ERIC’s finances and deliverables, and for observing legal requirements such as data confidentiality and safety regulations at the European level.

(4) The Management Board provides an annual report on the state of the Survey to the Council, proposes an annual spending and activity plan to the Council, and prepares the financial statement.

(5) The Managing Director leads the Management Board and is the legal representative of the SHARE-ERIC.

(6) The International Coordinator is responsible for implementing the Survey and for maintaining the same high methodological standards in all participating countries.

(7) The Questionnaire Coordinator and the Area Coordinators are responsible for the scientific excellence of the Survey in their respective scientific areas. Specifically, they are responsible for the questionnaire design in their respective areas and for the integrity of the data delivered to the scientific public.

(8) Relations between the Management Board and the Scientific Partner Institutions with their associated Country Team Leaders shall be governed by consortium agreements.

Article 8

The Assembly of Country Team Leaders

(1) The Country Team Leaders of all countries participating in SHARE constitute the Assembly of Country Team Leaders. The Assembly of Country Team Leaders generally meets twice a year. It contributes to and is consulted on all relevant scientific decisions of SHARE.

(2) Country Team Leaders shall be internationally reputable researchers with experience in research on ageing and survey management. They are responsible for carrying out the tasks according to Article 3 in this country. This comprises in particular, but not exclusively:

- (a) Channeling country-specific knowledge into SHARE;
- (b) Funding and public relation activities for SHARE;
- (c) Securing compliance of the national parts of the survey with all relevant laws, in particular data protection laws;
- (d) Translation of the questionnaire in the national language;
- (e) Collaboration in the selection of the national survey agency;
- (f) Monitoring of the field work;
- (g) Supporting the construction of the SHARE database.

(3) The Assembly of Country Team Leaders elects a chairperson with the majority of at least half of the Country Team Leaders.

(4) The Management Board proposes new members of the Management Board for positions according to Article 7 (1) to the Assembly of Country Team Leaders. The Assembly of Country Team Leaders nominates these new members to the Council with the majority of at least half of the Country Team Leaders.

Article 9

The Scientific Monitoring Board

(1) The Management Board shall seek advice of outside experts and establish a Board of at least six scientists who give advice in all scientific matters (the "Scientific Monitoring Board").

(2) The Scientific Monitoring Board shall be independent from the SHARE-ERIC.

(3) Members of the Scientific Monitoring Board shall be eminent, independent and experienced scientists.

(4) The main task of the Scientific Monitoring Board is to monitor the scientific quality of SHARE. It should give feedback to the Management Board and the Assembly of the Country Team leaders at least once per year.

(5) Every two years, the Scientific Monitoring Board shall issue a written report to the Council of the SHARE-ERIC reviewing the scientific strategy of SHARE and exploring innovative fields and

modes of data collection. This report shall also assess the services offered to the users of the SHARE data.

(6) The Scientific Monitoring Board shall approve the selection and removal of Country Team Leaders and their associated Scientific Partner Institutions.

(7) The current members and the current budget of the Scientific Monitoring Board are listed in Annex 2 of these Statutes.

Article 10 Coverage

The Organisation shall cover a survey period of seven panel waves divided into three phases:

- a) During Phase I the Organisation shall conduct an initial full-scale survey wave in 2010 and 2011 based on the design developed in the preparatory phase.
- b) During Phase II the Organisation shall conduct three additional full-scale survey waves in years 2012/13, 2014/15 and 2016/17, update the design to maintain state-of-the-art, and disseminate the data.
- c) Upon successful scientific evaluation, the Organisation shall conduct during Phase III another three full-scale survey waves in years 2018/19, 2020/21 and 2022/23, update the design to maintain state-of-the-art, and disseminate the data.

Article 11 Contributions

(1) Contributions by the Contracting Parties shall cover the costs of running the seven waves of the Survey in each country plus coordination and common costs such as the costs for updating the design, disseminating the data associated with the seven waves of data collection, and budgets for the Managing Director, the International Coordinator, the Questionnaire Coordinator, the Area Coordinators, and the Scientific Monitoring Board.

(2) Contributions by the Contracting Parties shall cover five types of costs: (A) survey costs in each country to the extent that these costs are not covered by other funding sources, (B) operating costs to run the survey in each country to the extent that these costs are not covered by other funding sources, (C) coordination costs, (D) other common costs to the extent that these costs are not covered by other funding sources, and (E) an annual membership fee. A table showing preliminary estimates of these costs during Phase I is attached as Annex 3.

(3) Each Contracting Party shall make available to the SHARE-ERIC, either directly or through the Scientific Partner Institution for which it is responsible, funds covering the Country's share of the survey costs (Column A of the preliminary estimates in Annex 3).

(4) Each Contracting Party shall make available to the Scientific Partner Institution for which it is responsible funds covering the Country's share of the operating costs (Column B of the preliminary estimates in Annex 3).

(5) The Federal Republic of Germany shall finance the coordination costs of the Survey (Column C of the preliminary estimates in Annex 3).

(6) Each Contracting Party shall make contributions to the SHARE-ERIC for the part of the other common costs of the Survey that is not covered by any other funding source. The composition of the other common costs shall be detailed in the annual spending plan (Column D of the preliminary estimates in Annex 3).

(7) The SHARE-ERIC or the Scientific Partner Institutions, as a consortium, may react to calls

from the European Commission, the U.S. National Institute on Aging, and other supranational and national funding organisations providing funds for the project as a whole, among those parts or all of the common costs mentioned in Column D, Annex 3.

(8) The contributions according to this Article including the membership fee for the upcoming wave will be determined by the Council upon proposal of the Managing Board.

Article 12

Liability and Insurance

- (9) The financial liability of the members for the debts of the ERIC shall be limited to their respective contributions provided to the SHARE-ERIC and agreed upon in the annual spending plans.
- (10) The SHARE-ERIC shall take appropriate measures to insure the risks specific to building up and operating a survey.

Article 13

Intellectual Property

(1) In accordance with the objects of the present Statutes the term "Intellectual Property" will be understood according to Article 2 of the Convention Establishing the World Intellectual Property Organisation signed on 14 July 1967.

(2) The SHARE-ERIC is the owner of the Survey and all of its data, including add-ons certified by SHARE, meta and para data, all address and link files, of all publications issued by SHARE-ERIC including its websites, and of all intellectual property rights emanating from setting up and conducting the Survey.

(3) With respect to questions of Intellectual Property, the relations between the Contracting Parties will be governed by the national legislation of the Contracting Parties.

Article 14

Dissemination and Use of the SHARE Data

(1) The SHARE-ERIC shall disseminate the collected data after data cleaning, imputation, and documentation, after taking account of international and national data protection laws, without delay to the scientific community.

(2) Use of the SHARE data shall be free of charge to the entire scientific community. The Management Board shall ascertain that the interests of the scientific user community are taken into account in the reports by the Scientific Monitoring Board according to Annex 2.

(3) Use and collection of the SHARE data is subject to European and national laws of data protection. With regard to the national data collection and the subsequent dissemination of the data SHARE-ERIC and the Scientific Partner Institutions act as "joint controllers" pursuant to Article 26 of the European General Data Protection Regulation. Use of the SHARE data by users who are not subject to Community legislation shall be conditional on signing a declaration of data confidentiality according to the form provided by the European Commission (Official Journal of the European Union, L6/52, 10.1.2002).

Article 15

Procurement and Tax Exemptions

(1) The SHARE-ERIC shall treat procurement candidates and tenderers equally and in a nondiscriminatory way, independent of whether or not they are based in the European Union. All procurement shall follow the principles of transparency, non-discrimination and competition.

(2) In general, procurement by the SHARE-ERIC shall be subject to Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurement, and the national procurement regulations which apply.

(3) For the procurement of survey research and survey development services where the benefits accrue to the entire scientific community and which are wholly remunerated by the SHARE-ERIC, Article 14 of Directive 2014/24/EU shall be applied through a restricted procedure (Annex 4). In such restricted procedures, negotiated procedures with publication of a contract notice and in the competitive dialogue procedure, contracting authorities may limit the number of suitable candidates they will invite to tender, to negotiate or to conduct a dialogue with, provided a sufficient number of suitable candidates is available.

(4) Tax exemptions based on point (g) of Article 143(1) and point (b) of Article 151(1) of Directive 2006/112/EC and in accordance with Articles 50 and 51 of Council Implementing Regulation (EU) No 282/2011 (*OJ L 77, 23.3.2011, p. 1.*) shall apply to purchases of goods and services which are for the official use by the SHARE-ERIC, are procured and paid for by it and for which the amount of VAT to be reimbursed exceeds a total of EUR 25 per invoice. Procurement by individual members shall not benefit from these exemptions.

The first subparagraph shall not apply, however, so as to have the effect of distorting competition.

(5) Excise goods as defined in points (b) and (c) of Article 1(1) of Council Directive 2008/118/EC (*OJ L 9, 14.1.2009, p. 12*) may be granted an exemption from payment of excise duty in accordance with point (b) of Article 12(1) of that Directive provided that those excise goods are intended exclusively for official use by the SHARE-ERIC and are procured and paid for by it.

No exemption from payment of excise duties shall be granted for excise goods intended for the personal use of the SHARE-ERIC employees or of third parties.

(6) Duties paid on energy products and electricity as defined in point (a) of Article 1(1) of Directive 2008/118/EC may be refunded in accordance with point (b) of Article 12(1) and Article 12(2) of that Directive provided that those energy products and electricity are intended exclusively for official use by the SHARE-ERIC and are procured and paid for by it, and that the amount of the duty exceeds a total of EUR 25 per invoice.

No duty exemption shall be granted on energy products or electricity intended for the personal use of the SHARE-ERIC employees or of third parties.

Article 16 Employment

(1) The SHARE-ERIC is an equal opportunity employer. Employment contracts shall follow the national laws of the country in which the staff is employed.

(2) Subject to the requirements of national legislation, each Contracting Party shall within its jurisdiction facilitate the movement and residence of nationals of the Contracting Party countries involved in the tasks of the SHARE-ERIC and of the family members of such nationals.

Article 17

Amendments

(1) The Council shall have the power to change these Statutes and its annexes by a qualified vote. A two thirds majority shall be required to amend any of these articles and annexes. The date of any amendments shall be recorded in these Statutes. The Statutes of the SHARE-ERIC shall at all times comply with the Council Regulation 723/2009 on the Community legal framework for a European Research Infrastructure and all other applicable European Laws and Regulations.

Article 18 Accession

(1) After the entry into force of these Statutes, any Government may accede thereto with the consent of two thirds of the Contracting Parties in the Council upon the conditions negotiated. The conditions of accession shall be the subject of an agreement between the Contracting Parties and the acceding Government or group of Governments.

Article 19 Duration of the Organisation

(1) The Organisation is set up for a period up to 31.12.2024. It shall include Phases I, II and III as defined in Article 10.

(2) A Contracting Party may withdraw from the Organization after Phase I or Phase II.

(3) A motion, specifying the procedure and timeframe, if approved by the Council by a two thirds majority, can wind up the Organisation, in particular if the decision not to pursue the Phase III is taken by the Organisation.

(4) The European Commission shall be notified of any such decision within 10 days of it being made, pursuant with Article 17 of the Council Regulation 723/2009 on the Community legal framework for a European Research Infrastructure.

Article 20 Availability of these Statutes

These Statutes shall be made publicly available through the SHARE-ERIC website, pursuant with Article 9 of the Council Regulation 723/2009 on the Community legal framework for a European Research Infrastructure.

Annex 1:

Scientific Partner Institutions and Country Team Leaders in the Contracting Parties

Country	Scientific Partner Institution	Short description of the institution	Country Team Leader
Austria	University of Linz, Dept. of Economics	The Department of Economics at the University of Linz directs the Austrian participation in the SHARE project. Its research focus being is labour economics, public economics and problems of pension reform as well environmental economics.	Rudolf Winter-Ebmer , Professor of Economics and specialist in empirical labour economics, leads the Austrian Country Team.
Belgium	University of Antwerp, CSB	CSB's principal objective has been to study the adequacy of social policies. Its research is mainly based on large-scale socio-economic surveys of households.	Koen Decancq , Associate Professor, and Tim Goedemé , Research Coordinator, lead the Belgian Country Team (Dutch speaking part).
Belgium	University of Liège, CREPP	CREPP's main fields of specialisation are social security, retirement behaviour, and well-being among the elderly and intergenerational transfers.	Sergio Perelman , Professor of Economics with expertise in labour economics, leads the Belgian Country Team (French speaking part).
Bulgaria	Institute for the Study of the Societies and Knowledge at the Bulgarian Academy of Sciences (ISSK-BAS), Sofia	The mission of ISSK-BAS is to ensure an adequate knowledge of social processes and to contribute to optimizing policy making in the social-economic field.	Ekaterina Markova , senior researcher, leads the Bulgarian Country Team.
Croatia	University of Zagreb, FEB	Faculty of Economics and Business Zagreb (FEB) is the oldest institution of higher education in economics in Croatia as a part of the University of Zagreb. FEB is committed to research and education of highly qualified experts, who will successfully and responsibly respond to contemporary global business and social challenges.	Šime Smolić , Assistant Professor, leads the Croatian Country Team.
Cyprus	Economics Research Centre (<i>CypERC</i>), Department of Economics, University of Cyprus (UCY)	The CypERC within the Department of Economics directs the Cyprus participation in the SHARE project. The CypERC is an independent non-profitable research institution aiming at high quality, policy oriented research in economics. While emphasis is placed on subjects concerning the Cyprus economy, research at CypERC has a broad perspective and aims at results of high academic standards with wide international interest.	Nikolaos Theodoropoulos , Assistant Professor, leads the Cypriot Country Team.
Czech Rep.	CERGE-EI, Prague	CERGE-EI is fully accredited in both the United States and the Czech Republic. Its main expertise is in social, economic and political transition in the Central and Eastern European countries and in the former Soviet Union region.	Radim Bohacek , Senior Economist, leads the Czech Country Team.
France	LEDa-LEGOS, Paris-Dauphine University	The Department of Health Economics and Management (LEDa-LEGOS) at Paris-Dauphine University is one of the leading departments for Health Economics in France. LEGOS's main fields of specialisation are economics of ageing, health inequalities, social security and health systems efficiency.	Florence Jusot , Professor of Economics with expertise in health economics, leads the French Country Team.

Germany (coordination)	Max Planck Institute for Social Law and Social Policy, Munich Center for the Economics of Aging (MEA)	MEA is a world-renowned centre of excellence for the economics of ageing. It moved 2011 from Mannheim to Munich after an offer to become part of the Max Planck Society. Research areas are savings, social insurance and public policy; macroeconomic implications of population ageing; and public health. MEA has been the coordination centre of SHARE since its first wave.	MEA is represented by Axel Börsch-Supan , Director, who has coordinated the SHARE family of projects.
Germany (country team)	Technical University of Munich (TUM)	The Economics and Policy Research Department of the TUM School of Management examines economic processes with a focus on the role of public policy. It addresses contemporary policy issues by means of theoretical as well as empirical investigations into economics (e.g. of ageing).	Arne Bethmann leads the German Country Team. The team is affiliated with the chair “Economics of Aging” of the Technical University of Munich (TUM).
Greece	Panteion University, Athens	Panteion University is a public institution centering on social and political sciences. Economics, sociology, social anthropology and psychology are major disciplines while regional development & public administration are interdisciplinary departments where cross-cutting viewpoints from many disciplines met.	Antigone Lyberaki , Professor of Economics, leads the Greek Country Team.
Hungary	Institute of Economics, Centre for Economic and Regional Studies of the Hungarian Academy of Sciences	The Institute of Economics is committed to international standards of fundamental and applied research in economics. It has focused increasingly on the analysis of the contemporary market economy and the transformation of the Hungarian economy.	Anikó Bíró , Research Fellow, leads the Hungarian Country Team.
Israel	The Hebrew University, IGDC	The Israel Gerontological Data Center at the Hebrew University in Jerusalem facilitates research and dissemination of data on aging, and directs the Israeli participation in the SHARE project.	Sharon Shiovitz-Ezra , Senior Lecturer of Hebrew University of Jerusalem, leads the Israeli Country Team.
Italy	University of Padua, Dept. of Economics	Padua’s Department for Economics and Management covers the whole spectrum of economics and management science, in particular applied econometrics, public and health economics as well as labour economics.	Guglielmo Weber leads the Italian Country Team. He is Professor of Econometrics and also serves as deputy coordinator of SHARE.
The Netherlands	University of Tilburg, Netspar	Netspar is a scientific Network for studies on Pensions, Aging and Retirement connected to the Faculty of Economics and Business Administration of Tilburg University .	Adriaan Kalwij , Associate Professor, leads the Dutch Country Team.
Poland	Warsaw School of Economics	The Warsaw School of Economics conducts research in various areas of economics, finance, management and business administration as well as in public policy and political science. Our researchers lead the rankings of internationally recognized academics from Poland. Researchers are among experts of the European Commission in the fields of research & innovation as well as social policies.	Agnieszka Chłoń-Domińczak leads the Polish Country Team. She is Assistant Professor and has served as Deputy Minister of Labour and Social Policy and vice president of the Social Protection Committee of the European Council, cooperating with the World Bank, ILO and the OECD.
Slovenia	Institute for Economic Research Ljubliana (IER)	The Institute for Economic Research (IER) is the leading institute for macroeconomic research in Slovenia, which recently focuses particularly on economic, social and health aspects of structural reforms in Slovenia.	Boris Majcen , Director of the IER, leads the Slovenian Country Team.

Sweden	Centre for Demographic and Ageing Research (CEDAR), Umeå University.	CPS directs the Swedish participation in SHARE together with the department of Sociology at Umeå University. CPS is a multidisciplinary centre and includes researchers from social sciences, economics, humanities, medicine and behavioural sciences. The research focuses on population dynamics in relation to ageing including studies on social networks, retirement, life style and health. The centre hosts several large micro-databases.	Gunnar Malmberg , Professor of Human Geography, leads the Swedish Country Team.
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Annex 2:

Scientific Monitoring Board

Article 1 **Establishment**

The Management Board will constitute an advisory board of at least six eminent, independent and experienced scientists (hereinafter referred to as “the Scientific Monitoring Board”) to provide an external advising role for the benefit of the Survey so as to check the quality of the work of the research consortium and to provide periodic advice to the Council and Assembly of Country Team Leaders.

Article 2 **Independence**

The Scientific Monitoring Board shall be independent from the SHARE-ERIC.

Article 3 **Tasks**

- (1) The main task of the Scientific Monitoring Board is to monitor the scientific quality of SHARE. It should give feedback to the Management Board and the Assembly of Country Team Leaders at least once per year.
- (2) Every two years, the Scientific Monitoring Board shall issue a written report to the Council of the SHARE-ERIC. This report shall also assess the services offered to the users of the SHARE data.
- (3) Initially and after about three years, the Scientific Monitoring Board shall set up a thorough review of the scientific strategy of SHARE, thereby exploring innovative fields and modes of data collection.

Article 4 **Members**

- (1) The members of the Scientific Monitoring Board select new members as they feel appropriate to sufficiently represent all scientific areas covered by SHARE.
- (2) At least one member shall be an investigator of the English Longitudinal Study of Ageing to ensure close co-operation with this survey and to give additional advice and guidance from their experience.
- (3) At least one member shall be a investigator of the U.S. Health and Retirement Study to ensure close co-operation with this survey and to give additional advice and guidance from their experience.
- (4) The current chairperson of the Scientific Monitoring Board is Arie Kapteyn.
- (5) The other current members and the fields they are representing are
 - Orazio Attanasio (income, consumption, savings)
 - Lisa Berkman (social epidemiology and biomarkers)
 - Mick Couper (survey methods, data dissemination methods, and new technology)
 - Finn Diederichsen (public health)
 - Michael Hurd (savings and health, data access and quality; harmonization with HRS)
 - Anna Lusardi (saving behaviour and financial literacy)
 - Daniel McFadden (survey methodology)
 - Pierre Pestieau (retirement and labour markets)
 - Norbert Schwarz (survey psychology and data access methodology)

Andrew Steptoe (biomarkers, harmonization with ELSA)
Arthur Stone (subjective well being)
Robert Willis (cognition, psychology, economics)

Article 5

Budget

(1) The chairperson of the Scientific Monitoring Board receives a budget according to Article 8 (2) of the Statutes of the SHARE-ERIC for travel expenses and honoraria of Board's members. The Chairperson of the Scientific Monitoring Board has full discretion how to spend the budget.

(2) The current annual budget is €30,000. The technical administration of the budget obliges to the staff of the Management Board.

Annex 3: Standardised Cost Estimates for Wave 8

This Annex gives preliminary and standardised cost estimates for running wave 8 of SHARE. The cost categories refer to Article 11 (“Contributions”). This Annex is not the annual spending plan required by Article 6 (5) but serves as a starting point for such a plan which will be set up by the Management Board once the SHARE-ERIC is established.

(A): Preliminary estimates of survey cost estimates have been generated by the SHARE management team based on offers received in 2017 and 2018. They are standardized for a sample size of 6000 respondents independent of the actual sample size.

(B): Preliminary estimates of operating costs are based on 2 full-time-equivalent staff in each country with salaries according to the EU Marie-Curie-Program and estimates of travel, subsistence and overhead costs in each country based on 2018 figures.

(C): Coordination costs for Germany have been estimated based on the grant application submitted to the German ministry in 2018.

(D): The countries’ contribution to all other common costs have been estimated based on the grant application to the European Commission in 2018 and allocated to each country according to Article 11 (5). They may, however, be substantially lower or even zero if other funding organisations such as the European Commission or the U.S. National Institute on Aging contribute to these costs via grants or separate contracts.

(E): An annual membership fee of €10.000 to cover the administrative costs of running the SHARE- ERIC.

Standardised cost estimates for wave 8 by country and source (in thousand euros):

	(A) Survey costs for a sample of 6000 individuals	(B) Operating costs (staff, travel, and overheads)	(C) Coordination costs	(D) Maximum share of other common costs	Total
Austria	1,006	322		109	1,438
Belgium	778	318		99	1,194
Czechia	338	167		71	576
Denmark	892	409		105	1,406
Estonia	460	243		59	761
France	1,024	327		97	1,448
Germany	784	314	1,887	102	3,087
Greece	602	285		84	971
Hungary	460	243		55	758
Ireland	1,024	339		126	1,490
Israel	602	285		79	966
Italy	782	322		88	1,191
Luxembourg	1,556	358		145	2,059
Netherlands	794	314		117	1,224
Poland	453	226		50	730
Portugal	602	285		66	953
Slovenia	460	243		79	781
Spain	786	300		91	1,177
Sweden	1,024	339		107	1,471
Switzerland	1,556	358		122	2,036
TOTAL	15,983	5,997	1,887	1,851	25,719

Annex 4:

Restricted Procurement Procedure

The following restricted procurement procedure shall be applied to all survey research and survey development services where the benefits accrue to the entire scientific community and which are wholly remunerated by the SHARE-ERIC.

Survey research and survey development services include those research and development services that are necessary to maintain and advance the state of the art in survey technology. They include, but are not confined to, the development of survey software, research on survey methodology, and the development of innovative interview techniques and their application in the field.

The description of the services to be procured shall be made publicly available in a contract notice before the beginning of the procurement process. The contracting parties shall indicate in such notice the objective and non-discriminatory criteria or rules they intend to apply, the minimum number of candidates they intend to invite and, where appropriate, the maximum number.

Competition can be limited to three potential providers. If there are three or less providers in the market for the services to be contracted, all providers in the market shall be included in the competition.

The selection among bidders shall be based on the lowest offer price and the highest service quality. Service quality shall be defined by the above-mentioned description of the services to be procured.