



THEMATIC TASK FORCES GOVERNANCE

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To start a TTF...

- A new TTF must originate from a member association
- At least 2 associations must agree to participate
- At least 4 people agree to be members
- Each TTF must nominate a Chair as the point of contact
- Goals, objectives and a timeframe for the TTF must be clearly defined and submitted to ExCo. These goals should be clearly align with the aims of ENEP
- For a new TTF to be created, it must have the approval of ExCo

Organisation

- The TTF needs to have a clear mandate, an activity plan and a code of practice to determine their way of working
- A proposed budget for each year should be produced
- The Chair (or nomination) should prepare a report for each meeting of the GAs to report on progress
- Expenses must be pre-approved by ExCo and receipts provided

Elements of Activity Plan

- Members of the TTF
- Code of practice
- Description of activities to be performed during the plan period (1 or 2 years), such as position papers, including:
 - Member(s) responsible for/leading each activity
 - Timepath and goals/milestones/products
 - Meetings scheduled
 - Communication of results
- Budget

Support

ENEP will offer TTFs:

- Financial support
- Administrative support
- Publication and promotion