

## Background

The European Commission invites relevant organisations such as research agencies, research institutions, universities, standardisation organisations, civil society organisations or enterprises with an active interest in the performance of research and innovation to submit lists of prospective (independent) experts to be included in its database of experts for the Horizon 2020 Programme for Research and Innovation.

See [Official Journal of the European Union](#) for details on the knowledge and skills expected of prospective experts.

## What you need to do

In order to register your organisation and recommend experts you are invited to send an email based on the template below.

## What happens next

Following receipt of your list, the Commission shall contact the proposed experts and invite them to register their details in its database of prospective independent experts established for Horizon 2020.

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# Template email for organisations to register and recommend experts

**From:** your **organisation's email account**

**To:** [EC-expert-recommendations@ec.europa.eu](mailto:EC-expert-recommendations@ec.europa.eu)

**Subject of email:** organisation registration and expert recommendations

### **Text of email:**

On behalf of my organisation, I would like to recommend experts to the European Commission for tasks in connection with the Horizon 2020 Programme for Research and Innovation.

The **details of my organisation** are as follows:

Name of organisation:

Full address of organisation:

Contact person:

Telephone number:

Email address:

I would like to **recommend the following experts:**

Family name:

First name:

Title:

Email address:

Research area or group of research areas:

Regards,

Your email signature