

APRA Europe Working Groups

Concept

OBJECTIVES

- To formalize and present to the external stakeholders the position of APRA Europe on a specific challenge or enabling technology.
- To revise the state-of-the-art in a specific domain.
- To highlight potential business directions or innovation drivers in the domain.
- To create an APRA Europe critical mass on strategic remanufacturing related topics.
- To create synergies with technology providers or end-users in different sectors.
- To support European Institutions in policy making and legislation.

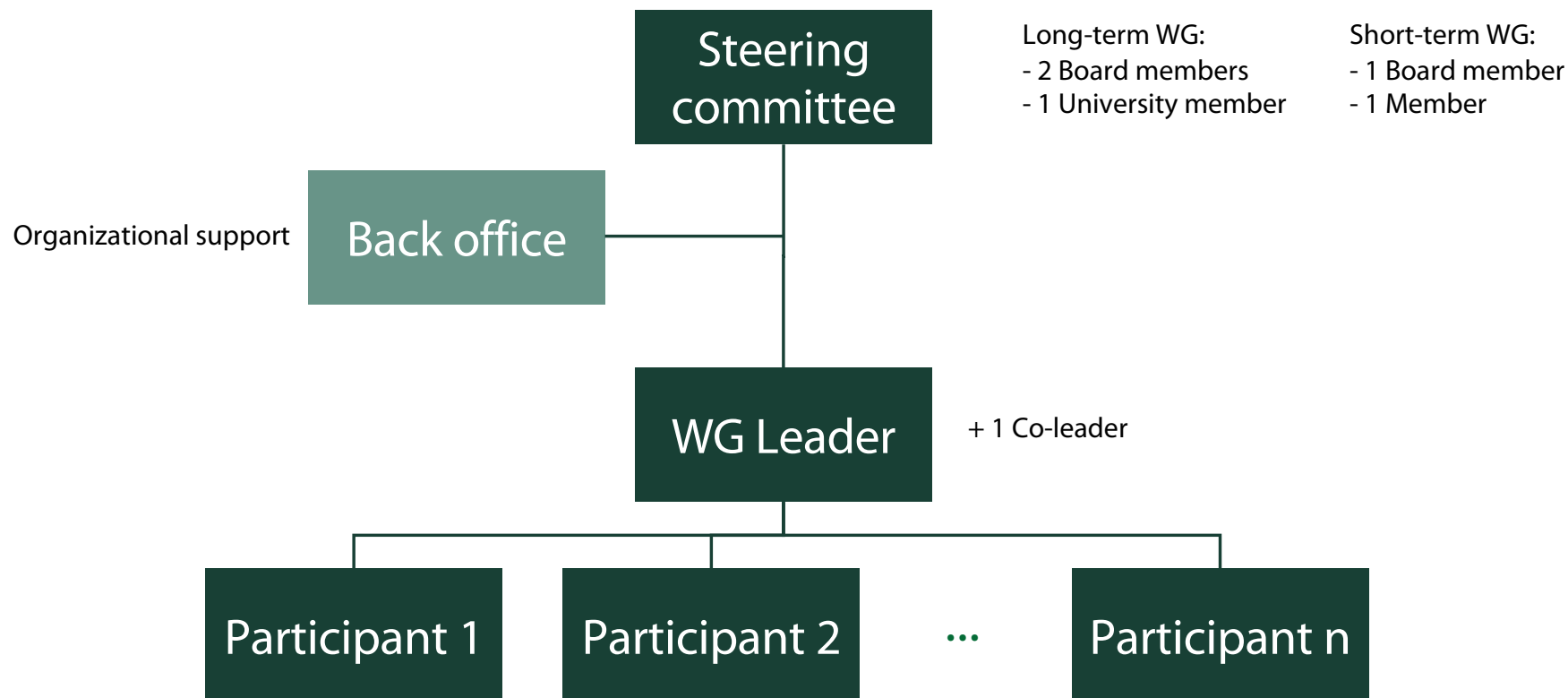
STRUCTURE – WG SETUP

- 2 types of working groups
 - Long-term WG
 - broader view/horizontal
 - duration 2-3 years
 - outcome e.g. whitepaper, book
 - steering committee: 2 Board members and co-chair by university partner
 - Short-term WG
 - fast and more focused
 - duration 6-12 months
 - outcome e.g. position paper
 - steering committee: 1 Board member and co-chair by another partner/member
- Working group Board
 - WG Leader (APRA member)
 - WG Co-leader

STRUCTURE – EXECUTION

- Regular web-meetings should be organized by the WG Board with interested APRA members.
- APRA Europe office can support the organizational activities of the WG.
- Updates every 2-3 months to the Steering committee by the WG Leader.
- A slot may be reserved to WGs in the APRA Europe Board meetings to present their status.
- The budget allocated to the WG shall remain in the APRA Europe account and is made available to the WG leaders upon request.

ORGANIZATION



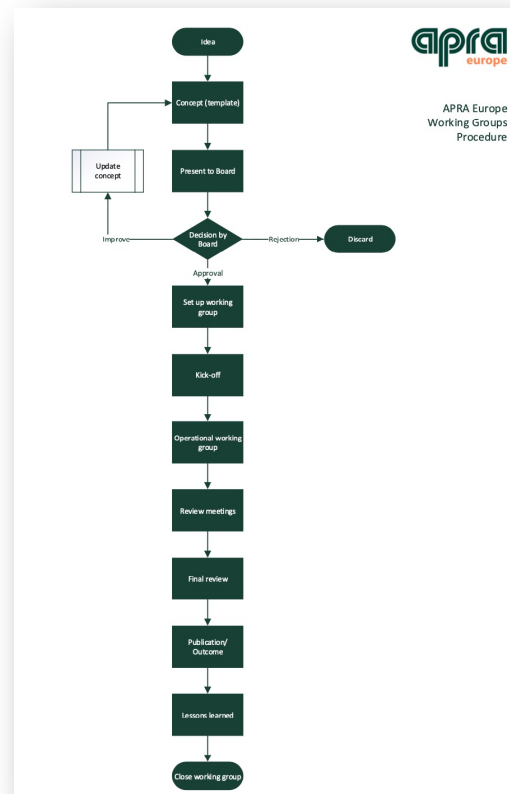
ROLES – RASCI

R-Responsible, A-Accountable, S-Supporting, C-Consulted, I-Informed

	Initiator (member etc.)	WG Leader	WG Co-Leader	Participants	Steering committee	Board of Directors	Office	APRA Europe members
Call for topics/WGs						S	R	I
Initiate and draft WG concept	R					I	S	
Decide on WG (approve budget, time frame, goals)	I					R	S	
Set up WG	R			I	I	I	S	
Kick off		R	R	S	S	I	S	I
WG operational work		R	R	R			S	
Review meetings (release deliverables)		R	R	I	R	I	S	
Approval outcome (final deliverable)		I	I	I	R	R	S	
Publication		S	S	S	I	I	R	I
Lessons learned		S	S	S	S	I	R	

PROCEDURE

- See separate flow chart



WHITEPAPERS – SCOPE AND STRUCTURE

- White paper structure:
 - Introduction, motivation and problem statement;
 - The APRA WG vision and positioning framework;
 - Current technical industrial state-of-the-art/use-cases (if needed);
 - Analysis of gaps and future needs;
 - Recommendations to the stakeholders;
 - Conclusions and prospects.
- It should typically be of maximum 10 pages.
- It has to include a 1-page executive summary.
- A detailed Table of Content should be presented to the APRA Europe Board.
- A draft of the WG White Paper content should be prepared and presented to the APRA Europe Board.
- The pre-final version of the WG White Paper should be delivered to the APRA Europe Board for final review.

POSITION PAPERS – SCOPE AND STRUCTURE



- Position paper structure:
 - Introduction
 - Analysis
 - Recommendation
- It should typically be of maximum 4 pages
- A draft of the WG position paper content should be prepared and presented to the APRA Europe Board.
- The pre-final version of the WG position paper should be delivered to the APRA Europe Board for final review.

GENERIC TOPICS

WG topics can be, for example:

- **Horizontal**: related to cross-cutting issues in the remanufacturing business, such as:
 - Standardization;
 - Legislation;
 - Incentives;
 - Supply-chain resilience;
 - Emerging products and business cases, etc.
- **Vertical**: focused on specific technologies within the remanufacturing process-chain, such as:
 - Cleaning;
 - Additive processes;
 - Inspection;
 - Digital technologies for remanufacturing;
 - Automated disassembly, etc.



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