Terms of Reference  
G+ COVID-19 Conference Call  
May 2020

Purpose:

The purpose of the G+ COVID-19 conference call is to share information and good practice between members and associates on COVID-19. The call is a weekly event on Tuesdays at 14:00 (BST). The duration is for a maximum of 1 hour and will be less if the agenda allows for this.

The G+ Operations Group, Focal Group and anyone responsible for managing the COVID-19 situation within member companies were invited to join the call.

The aim is for G+ members to share and discuss:

- good practice from their own organisations;
- relevant public information sources;
- approaches from the regulators; and
- work undertaken by other organisations.

The secretariat (the Energy Institute (EI)) will keep the group abreast of the work being undertaken by the EI’s health committees.

The group will review where it might be useful to collaborate and any required outputs from the G+. An update will be provided at the G+ Focal Group meetings.

Membership:

G+ members can send an unlimited number of staff. Associates are also welcome and non-G+ members and associates may be invited to attend meetings as guests.

Members will comply with EI policy and in particular with the EI policy on competition and anti-trust. Liaison will be maintained with other relevant committees and working groups to ensure no duplication of effort and improve overall efficiency of activities.

An agenda will be issued by the secretariat in advance of the call. Members are to suggest agenda topic in advance of the call. Minutes will also be produced and circulated by the secretariat.