

APPROVED



Acting Director of ISTP SB RAS

A. V. Medvedev

February 2018

**REGULATION
FOR SIBERIAN SOLAR RADIO TELESCOPE
SCIENCE ADVISORY BOARD**

Irkutsk

| | |
|---|---|
| Introduction | 2 |
| General | 2 |
| SAB goals and targets | 3 |
| SAB functions | 3 |
| SAB membership and forming procedure | 4 |

Introduction

This Regulation for Siberian Solar Radio Telescope (Unique research facility (URF) SSRT) Science Advisory Board Council (hereinafter, Regulation) is elaborated pursuant to Resolution No 429 of the Russian Federation Government dated May 17, 2016 "About requirements to Centers for Common Use of scientific equipment and unique research facilities", it designates the status, objectives, and functions of the Science Advisory Board, its structure and rules of procedure.

The URF SSRT is constructed in the Institute of Solar-Terrestrial Physics of the Russian Academy of Sciences, which is the base organization of the URF SSRT.

Location and postal address of the base organization: 126a, Lermontov st., Irkutsk, Russian Federation, 664033.

1. General

1.1. Science Advisory Board for the "Siberian Solar Radio Telescope" URF (hereinafter, URF SSRT SAB, SAB) is an interdepartmental collegiate, expert, deliberative and coordinating body of the URF SSRT that includes leading experts in order to designate and implement the SAB scientific and technical policy.

1.2. In its activities, the URF SSRT is governed by the Russian Federation normative legal documents that regulate scientific activity, the Organization Statute and this Regulation.

1.3. The URF SSRT considers issues related to planning of the research and experimental development works, international cooperation, and rendering services involving the URF SSRT equipment.

1.4. Leading scientists and highly skilled specialists of the base organization, as well as representatives of leading scientific and educational organizations with significant achievements in the field of astronomy, which includes leading foreign scientists, can be the members of the URF SSRT SAB. The SAB membership is formed and approved by the order of director of the base organization.

1.5. Decisions of the Board are documented in the minutes of the URF SSRT meetings.

1.6. The SAB operates on a voluntary basis according to this Regulation.

1.7. The SAB is established, re-structured, and abolished by the order of director of the URF SSRT base organization.

1.8. This Regulation shall come into effect on the date of approval by the director of the URF SSRT base organization.

2. SAB goals and targets

2.1. The URF SSRT SAB purpose is effectiveness of research works carried out using the URF SSRT equipment.

2.2. Activity of the URF SSRT SAB involves the following:

- provide organizational and methodological supervision and coordinate research and experimental development works carried out with the use of the URF SSRT equipment;
- consider the issues of cooperation with scientific, educational, developing and technology organizations in order to jointly solve the most important scientific and technical problems, and to develop innovative technology and methods;
- strengthen the links between science, technology and education.

3. SAB functions

3.1. According to the tasks imposed, the URF SSRT SAB exercises the following functions:

- carries out expertise of research programs and scientific and technical projects applying to enter a contest of the URF SSRT external users;
- develops recommendations to include research programs and scientific and technical projects into the URF SSRT work plan;
- considers and approves the URF SSRT work plan that is formed based on competitive selection of applications from the external users;
- elaborates recommendations for external users of the URF SSRT equipment.

4. SAB membership and forming procedure

4.1 The URF SSRT SAC membership includes: chairman, Board members.

4.2 The SAB is led by a chairman appointed by the director of the base organization.

4.3 The SAB chairman organizes the work of SAB, and specifically exercises the following powers:

- provides continuous supervision and functioning of the SAB;
- approves the SAB work plan;
- draws up and approves the agenda of a SAB meeting;
- keeps and signs minutes of a SAB meeting;
- provides storage of the SAB meeting minutes and decisions, copies of documents the SAB accepted;
- follows up on the SAB decisions.

4.4. Rights and responsibilities of the SAB members:

- take part in SAB meetings, put forward proposals, remarks, and amendments on the subject matters in question;
- contribute to implementation of the SAB decisions;
- come up with proposals to improve the work of SAB;
- fulfill assignments of the SAB chairman.

4.5 SAB forming procedure

- membership of the SAB shall not exceed 6 people.
- unlimited term of the SAB empowerment.
- powers of the SAB members can be terminated ahead of time as advised by the SAB chairman or upon personal claim of a SAB member.

Decision on early termination of a SAB member powers shall be taken at the SAB meeting.

5. SAB rules of procedure

5.1. The SAB meetings are held according to the work plan approved by the SAB chairman. Ad-hoc SAB meetings are held as needed.

5.2. SAB meetings are held least once a year addressing issues included in the work plan. Auxiliary questions are posed for a SAB discussion in consultation with the SAB chairman. SAB meetings can be held as video conferences.

5.3. The SAB chairman prepares scheduled and ad-hoc SAB meetings.

5.4. The SAB adopts decisions within its legal authority in open ballot by a simple majority of the SAB members' votes. A poll can be conducted by email. In case of a tie vote, the vote of the person presiding over the SAB meeting shall be casting. The SAB decisions are of advisory nature. In consultation with the SAB members, some issues can be voted by closed ballot by a simple majority of votes of the SAB members present if any board member request so.

5.5. The SAB decisions are documented in the form of minutes. Minutes shall be signed by a chairman.

5.6. The SAB chairman provides control of the SAB decisions' enforcement, and informs the SAB members of it during the scheduled meetings of the Board.

6. Final provisions

6.1. Director of the base organization approves this Regulation and amendments thereto.

6.2. The SAB activity can be suspended in case the RF legislation, the base organization's Statute, and this Regulation is violated.