

**RULES AND REGULATIONS**

**SCIENTIFIC COMMISSIONS**

**ADOPTED BY**

**THE BOARD OF TRUSTEES OF THE F.R.S.-FNRS**

**ON 6<sup>TH</sup> DECEMBER 2013**

*Référence : FRS-FNRS\_REGL\_CS\_EN\_CA20131206\_2017.05.02\_2\_Final*

## TABLE OF CONTENTS

|   |   |
|---|---|
| TABLE OF CONTENTS .....   | 2 |
| Article 1: Role and mission of the Scientific Commissions .....     | 3 |
| Article 2: Number and themes of the Scientific Commissions .....    | 3 |
| Article 3: Composition of the Scientific Commissions .....          | 3 |
| Article 4: Appointment of members of Scientific Commissions .....   | 3 |
| Article 5: Duration of the term of office .....                     | 4 |
| Article 6: Confidentiality .....                                    | 4 |
| Article 7: Operating conditions of the Scientific Commissions ..... | 4 |
| Article 8: Convening members and meetings organisation .....        | 4 |

## ARTICLE 1: ROLE AND MISSION OF THE SCIENTIFIC COMMISSIONS

In accordance with article 21 of the Statutes, the Board of Trustees of the F.R.S.-FNRS shall determine the number and composition of the Scientific Commissions, appoint their members and take into account the opinion of the Scientific Commissions.

The mission of the Scientific Commissions is to assess the files submitted within the framework of the different calls for fellowships and projects organised by the F.R.S.-FNRS.

## ARTICLE 2: NUMBER AND THEMES OF THE SCIENTIFIC COMMISSIONS

Fourteen Scientific Commissions are established. Their respective expertise is defined by the descriptor fields available on the F.R.S-FNRS website.

[http://www.frs-fnrs.be/docs/Reglement-et-documents/FRS-FNRS\\_Champs\\_descripteurs.pdf](http://www.frs-fnrs.be/docs/Reglement-et-documents/FRS-FNRS_Champs_descripteurs.pdf)

Those Scientific Commissions are divided as follows: 13 thematic Scientific Commissions, mainly built up from the ERC's (European Research Council) domains: 4 dedicated to Exact and Natural Sciences (SEN-1 to SEN-4), 4 dedicated to Health and Life Sciences (SVS-1 to SVS-4) and 5 to Social Sciences and Humanities (SHS-1 to SHS-5).

A 14<sup>th</sup> Scientific Commission is competent to deal with the strategic and interdisciplinary field of sustainable development (FORESIGHT).

## ARTICLE 3: COMPOSITION OF THE SCIENTIFIC COMMISSIONS

Each Scientific Commission is made up of 9 members chosen from outside the French-speaking Community of Belgium (CFB), including the President and 6 members chosen among the members of the academic institutions of the French-speaking Community of Belgium or among Research Associates, Senior Research Associates, and Research Directors of the F.R.S.-FNRS.

All the members of the Commissions will have to meet specific scientific excellence criteria. The members are identified and called upon to participate according to a procedure specified by the Board of Trustees of the F.R.S.-FNRS.

The Secretary General will report on the functioning of the Scientific Commissions to the Board of Trustees of the F.R.S.-FNRS.

## ARTICLE 4: APPOINTMENT OF MEMBERS OF SCIENTIFIC COMMISSIONS

**4.1** The Guidance Committee<sup>1</sup> shall suggest a composition of the Scientific Commissions to the Board of Trustees of the F.R.S.-FNRS, including their Presidents. Effort shall be made to ensure that the composition takes into account the scientific quality and the complementarity of expertise regarding the scientific disciplines<sup>2</sup>, while respecting as much as possible an adequate balance between men and women.

---

<sup>1</sup> [http://www.frs-fnrs.be/docs/Reglement-et-documents/FRS-FNRS\\_REGL\\_COMA\\_EN.pdf](http://www.frs-fnrs.be/docs/Reglement-et-documents/FRS-FNRS_REGL_COMA_EN.pdf)

<sup>2</sup> Exceptionally, the Guidance Committee may suggest the replacement of a member of a Scientific Commission who would be absent during a call in order to cover all descriptor fields of the Scientific Commission. The replacement of a CFB member due to a situation of possible conflict of interest or unavailability should apply for the call in question.

- 4.2** The Guidance Committee will take into account the rules concerning possible conflicts of interest when recommending members<sup>3</sup>.
- 4.3** The annual composition of the Scientific Commissions is validated by the Guidance Committee and subject to the decision of the Board of Trustees of the F.R.S.-FNRS.

## **ARTICLE 5: DURATION OF THE TERM OF OFFICE**

- 5.1** Each member's term of office is personal and shall start on January 1<sup>st</sup>.
- 5.2** Members outside the CFB:
- ⇒ The term of office of each member is applicable for 3 years maximum;
  - ⇒ Several terms of office are authorised during one's career, providing that they do not exceed 6 years per decade and the renewal of the Scientific Commissions composition is in line with the international standards in this field.
- 5.1** CFB members:
- ⇒ The term of office of each member is applicable for 1 year maximum;
  - ⇒ Successive terms of office are authorised, providing that they are not contiguous over a 3-year period and their duration does not exceed 6 years per decade.

## **ARTICLE 6: CONFIDENTIALITY**

The members of the Scientific Commissions shall observe confidentiality of the application files and discussions held; failure to comply with confidentiality requirements will lead to their exclusion.

## **ARTICLE 7: OPERATING CONDITIONS OF THE SCIENTIFIC COMMISSIONS**

The President of the Scientific Commission shall validate Step 1 experts to whom the administrative staff of the F.R.S.-FNRS has assigned the submitted application files (fellowships and projects).

For each application file (fellowship and project), the President and the Secretary General shall nominate a "rapporteur" and a "co-rapporteur<sup>4</sup>" among the members of the Scientific Commission. Their task is to review the file and the evaluations issued by the experts in Step 1.

Moreover, the "rapporteur" is in charge of preparing a consolidated evaluation draft report.

The "rapporteur" and "co-rapporteur" may not be in charge of a file issued by their own institution.

The Scientific Commissions make their decision by "consensus"; if a consensus cannot be reached, every member will be required to take a vote.

## **ARTICLE 8: CONVENING MEMBERS AND MEETINGS ORGANISATION**

The F.R.S.-FNRS shall organise the meetings and carry out the related clerical work.

---

<sup>3</sup> In case a recommended member would be a promoter or an applicant of a proposal under the on-going call, that member will not be able to sit for the whole instrument related to this proposal. The term "instrument" refers to one of the fellowships or credits-projects.

<sup>4</sup> Doctoral-level application files are assigned to two rapporteurs.