

Partnership for the Assessment of Risks from Chemicals (PARC)

Horizon Europe 2021-2027

A6.4.2 Project "Next generation risk assessment applied in practice"

Terms of Reference: Scientific Advisory Group

PARC Project acronym: P6.4.2.b_NGRA applied in practice_VKM

Date: 01.12.2022

Introduction

This document describes the role and responsibilities of the Scientific Advisory Group for the PARC 6.4.2 project NGRA applied in practice.

1. Purpose

The purpose of the Scientific Advisory Group is to:

- Give strategic guidance and content-related support to the Project Group related to aspects considered important for the development of the tools and guidance documents
- Share information about ongoing work addressing similar questions to ensure that the outcome of the project complements the work of others, thereby creating synergies and avoiding duplication of efforts.

2. Responsibilities

The responsibilities of the Scientific Advisory Group are:

- Give strategic guidance and recommendations throughout the project (project development and development of tools and guidance documents)
 - Advising on definitions and the choice of methods
 - Reviewing/commenting the draft and final versions of protocols
 - Reviewing/commenting drafts and final versions of the tools and guidance documents
- Participate in monthly planned meetings (teleconferences, workshops)
- Participate in ad hoc meetings, depending on the availability of the members
- Provide written feedback if the subject is not scheduled to be discussed in a meeting
- Communication of the outcome of the project

3. Powers of the Scientific Advisory Group

Concerning the development of the tools and the guidance documents, the Scientific Advisory Group can make recommendations and give advice and input. However, the rights to decision-making lies with the Project Group.

Concerning the scientific publications, all co-authors have equal co-determination rights (see also point 6 on Authorship).

4. Membership

Membership lasts over the entire project duration of three years (1.9.22-31.8.25), with a possible extension of up to seven years.

Members of the Advisory Board will be appointed by the Project Lead (Gro Haarklou Mathisen; GHM). The Project Lead (GHM) has the power to make changes to the composition of the Scientific Advisory Group during the project duration if needed.

The members can choose to withdraw from the Scientific Advisory Group before the end of the project period with a written notice.

5. Operation of the Scientific Advisory Group

The Scientific Advisory Group will give strategic guidance and recommendations through advising, reviewing, and commenting, supporting the Project group which will draft, test, and revise the tools throughout the project.

The Project Lead (GHM) is responsible for the daily operations, scheduling and chairing the meetings and to set the agenda. Meeting frequency will be as required.

Meetings will be held virtually if other information has not been given.

The Project Group will prepare Minutes from the meetings which will be sent out to all attending members from the Scientific Advisory Group within ten days from the meeting date.

6. Authorship

The Scientific Advisory Group members are entitled to be co-authors of scientific publications from this project provided that the member has fulfilled his/her responsibilities as depicted under point 2.

7. Financial compensation

Members of the Scientific Advisory Group will not receive payment for their contribution.

8. Declaration of Interest and Confidentiality Agreement

Members of the Project Group and the Scientific Advisory Group shall disclose any potential interests by filling out the PARC Declaration of Interest form.

Members of the Scientific Advisory Group must sign a Confidentiality Agreement with ANSES.

9. Disclaimer

Members of the Scientific Advisory Group are not serving as representatives of their employers or organization. The views and opinions expressed are solely those of the advisor.

10. Terms of Reference review

The Terms of Reference of the Scientific Advisory Group will be reviewed every two years.
