

**Rules of Procedure**  
**for the International Advisory Committee (IAC) of the Research Infrastructure**  
***Institut Laue Langevin – participation of the Czech Republic (ILL-CZ)***

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### **1. The ILL-CZ research infrastructure**

The Research Infrastructure (RI) *Institut Laue Langevin – participation of the Czech Republic* (ILL-CZ) ensures long-term scientific participation of the Czech Republic (CR) in the Institut Laue-Langevin (ILL) in Grenoble (France), which operates the most intense continuous neutron source in the world. The open access to the unique suite of neutron instruments installed at the ILL reactor permits Czech scientists to carry out unique experiments and enables them to build prestigious reputation in the wide international scientific community. In addition to the access to the ILL experimental facilities on the basis of scientific proposals, the CR participation provides also opportunities for education and training of PhD students and young scientists (postdocs) at the ILL and representation of CR in scientific bodies of ILL.

The ILL-CZ RI is funded by the Ministry of Education, Youth and Sports, Czech Republic and hosted by the Charles University at its Faculty of Mathematics and Physics.

### **2. The role of the IAC ILL-CZ**

The role of the IAC is to provide science driven advice on any topics relevant to the organization and operation of the ILL-CZ research structure, to its future strategy and to the development of the neutron user community in the Czech Republic.

### **3. The IAC Membership and Chairperson**

The members of the IAC are scientists of international reputation in science domains relevant to the scope of the ILL-CZ research infrastructure.

The chairman and the members of the ILL-CZ IAC are appointed by the Dean of the Faculty of Mathematics and Physics of the Charles University for an initial period of three years.

The chairman and the members may not be subordinated to any organizational structure either of the ILL-CZ research infrastructure or of the Charles University and may not be bound to any directives of their members.

At any moment the IAC membership can be terminated by a simple decision of either party informing the other side without the necessity to give explicit reasons. The chairman appointment and the composition of the IAC will be reviewed every three years.

### **4. The rules of procedure**

The IAC meets at least once a year at the request of the ILL-CZ infrastructure head to discuss the annual report. The agenda of the meeting is prepared jointly by the head of the ILL-CZ infrastructure and the chairman of the IAC and consulted with the IAC members prior to the meeting. The invitations to the meeting have to be sent at least 1 month before the date of the meeting. The ILL-CZ RI management will supply the IAC with all necessary information for the assessment of the status and the operation of the RI, in particular with the data on user

access, student education and scientific output submitted to the Czech authorities. In a closed session, the members of the IAC elaborate the recommendations for the future development of the ILL-CZ infrastructure.

If necessary, the opinion of the IAC members may be obtained in written (e-mail) form prior to the IAC meeting, this way is considered as an equivalent to the personal attendance. The summary of each meeting shall be sent by the chairperson to all IAC members within 14 days after the meeting. The IAC members can send their comments on the summary by email within 14 days after receiving the summary.

In addition to the annual meetings the head of the ILL-CZ RI and the IAC chairman may request information and assessments from the other side on any issues important to the current operation of the RI and to its future orientation.

### **5. Compensations and travel expenses**

The IAC members serve on a voluntary basis, no compensation is due for their activity. The expenses for travel, accommodation and subsistence related to participation in the IAC meetings will be reimbursed by of the Faculty of Mathematics and Physics of the Charles University on the basis of its general rules.

in Prague on January 14, 2017