



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

MeteoSwiss

Swiss Confederation

Federal Department of Home Affairs FDHA
Federal Office of Meteorology and Climatology MeteoSwiss

October 2018

Declaration on potential Conflicts of Interest by the Members of the GCOS Switzerland Steering Committee



Swiss GCOS Office



1 Background

According to its Terms of Reference, a responsibility of the GCOS Switzerland Steering Committee (hereafter “StC”) is to select projects to be supported by MeteoSwiss in the framework of GCOS Switzerland. In that respect, a directive for the StC members to address potential Conflicts of Interest (hereafter “Col”) is provided in the following.

2 Definition of Conflicts of Interest

A Col exists, or may be perceived, in any situation in which a member of the StC has an outside interest that might affect, or appear to affect, the neutrality of her/his work as a committee member. Actions following a Col are mentioned in 3 (Declaration and Handling of Conflicts of Interests).

The following circumstances are considered a Col (non-exhaustive list):

- A StC member has provided guidance to an applicant concerning, e.g., the scope of the proposed project, the composition of the consortium, the requested funding, etc.
- A StC member has a direct organizational or financial relationship with an applicant;
- A StC member is actively involved in another research project with the applicant or in a project in direct competition with the proposed project;
- A StC member belongs to the immediate family or lives in the household of an applicant.

The following circumstances are not *a priori* considered a Col, but shall be declared by the StC members (non-exhaustive list):

- A StC member was consulted by an applicant concerning the formalities of the submission of the proposal;
- A StC member works in the same institution but in a different organizational unit as an applicant;
- A StC member has been involved with an applicant in an earlier research project;
- A StC member has a professional relationship with an applicant, e.g., co-members of another steering committee or advisory body

In these cases, it is in the competence of the chair, in consultation with the StC members that are not concerned, to decide whether a Col exists. The concerned member shall then act accordingly.

3 Declaration and Handling of Conflicts of Interest

Prior to discussing the evaluation of proposals, Col shall be declared by each member of the StC.

A StC member concerned by a Col may provide information about the project, but must abstain from voting and leave the room when the final decision is taken. She/he will be informed on the final decision afterwards. If the StC chair declares a Col, the vice chair acts on her/his behalf when the final decision is taken.

MeteoSchweiz
Operation Center 1
CH-8044 Zürich-Flughafen
T +41 58 460 99 99
www.meteoschweiz.ch

MeteoSvizzera
Via ai Monti 146
CH-6605 Locarno Monti
T +41 58 460 97 77
www.meteosvizzera.ch

MétéoSuisse
7bis, av. de la Paix
CH-1211 Genève 2
T +41 58 460 98 88
www.meteosuisse.ch

MétéoSuisse
Chemin de l'Aérogologie
CH-1530 Payame
T +41 58 460 94 44
www.meteosuisse.ch

