



**Institute of Solid State Physics
University of Latvia**

Statutes of the International Advisory Board

Preamble

In 2006, the Institute of Solid State Physics of the University of Latvia (ISSP further on), by the initiative of its director, has created the International Advisory Board (IAB), composed of internationally known scientists and industrial experts, who were linked to ISSP through common projects and other scientific contacts. The IAB was created with the aim to provide feedback on the ISSP activities from international perspective and give advice on how to further develop the institute's competence and capabilities.

1. General provisions

1.1. The IAB is a group of experts advising the ISSP Director and the management on issues of the ISSP scientific programme, in particular on priorities concerning the ISSP development strategies and choice of research directions and innovation projects.

1.2. The mission of the IAB is to assist scientific development and growth of international competitiveness of the ISSP, its cooperation with other scientific partners, involvement in internationally significant projects and partnership with industry.

2. Organization of the International Advisory Board

2.1. The IAB advisors are nominated by the ISSP Director upon consultation with the existing IAB members.

2.2. The IAB chairperson is appointed by the Director of the ISSP among the IAB members upon consultation of the whole acting IAB body for a period of two years (renewable).

2.3. The IAB advisors are internationally recognised experts, who have high scientific and organizational competence, extensive experience in cooperation with industry, significant involvement in international projects, and who actively want to contribute to the development of the ISSP. The number of IAB members is not fixed.

2.4. The IAB meetings are convened by the Director of the ISSP and may take place in person, remotely or in a hybrid mode.

2.5. The IAB chairperson participates in the preparation the IAB meeting agendas, chairs the IAB meetings and coordinates the preparation of recommendations to the ISSP Director. The IAB chairperson also coordinates the preparation of all other documents requested by the ISSP Director from the IAB.

2.6. The official IAB recommendations are based as far as possible on a consensus of the whole IAB body and conveyed by its chairman to the ISSP Director.

2.7. The ISSP provides administrative and logistical support for organization of the IAB meetings, including record-keeping, preparation and distribution of the minutes of the meetings.

2.8. The minutes of the IAB meetings are sent to the participants for comments, the final version is approved by the IAB chairman for distribution.

2.9. Participants of the IAB meetings are: the IAB members and the ISSP Director and deputy directors, the chairman of the ISSP Scientific Council (or their deputies). The ISSP Director, upon consultation with the IAB chairperson, may invite external experts and ISSP scientists to the whole meeting or its part.

3. Rights and duties of the members of the International Advisory Board

3.1. The IAB members are entitled to assist to the IAB meetings convened by the Director of the ISSP UL and to actively participate in the elaboration of the IAB documents.

3.2. The IAB members have right to request from the ISSP Director, by the way of the IAB chairman, any additional information pertinent to the IAB activity.

3.3. The IAB members have as mission to advise the ISSP Director on any aspects of scientific development and growth of international competitiveness of the ISSP, its cooperation with other scientific partners, involvement in internationally significant projects and partnership with industry.

3.4. The IAB members have the obligation to keep confidential any information concerning the internal life and the scientific and industrial activities of the ISSP.

4. Termination of the membership

4.1. The activity of the IAB as a body can be terminated by informing all the acting IAB members in written about the corresponding ISSP Director decision.

4.2. The IAB members may resign from their position at any time by informing about their decision the ISSP Director in written.

4.3. The ISSP Director may revoke the nomination of an IAB member at any time by informing him/her of such a decision in written.