



OPERATING REGULATIONS OF THE OPEN ACCESS COMMITTEE OF THE ICTS PLATAFORMA SOLAR DE ALMERÍA (PSA)



1. PURPOSE
2. NATURE
3. COMPOSITION OF THE OPEN ACCESS COMMITTEE
 - 3.1. SELECTION AND APPOINTMENT OF MEMBERS
 - 3.2. TERM OF OFFICE
 - 3.3. CONFIDENTIALITY COMMITMENT
 - 3.4. CONFLICTS OF INTEREST
4. OPERATING PROCEDURES
5. RESPONSIBILITIES
 - 5.1. EVALUATORS IN WORKING GROUPS
 - 5.2. ICTS COORDINATOR
6. REVIEW AND EVALUATION OF APPLICATIONS BY OPEN ACCESS COMMITTEE EVALUATORS
 - 6.1. EVALUATION CRITERIA
7. COMMUNICATION OF ACCESS DECISIONS
8. DOCUMENT ARCHIVING

1. PURPOSE

To establish the rules regulating the operation of the Open Access Committee (OAC) of the ICTS Plataforma Solar de Almería (PSA).

2. NATURE

The OAC is an independent advisory body responsible for the evaluation of applications submitted in the Competitive Open Access (COA) calls published by the PSA.

3. COMPOSITION OF THE OPEN ACCESS COMMITTEE

3.1. SELECTION AND APPOINTMENT OF MEMBERS

The Director of the PSA will invite individuals from the scientific community of recognized prestige in the field of solar energy, the water-energy nexus, or energy efficiency to become members of the OAC. Likewise, the Director of the PSA will be responsible for the appointment of the OAC members.

The members of the OAC must meet the following requirements:

- Be or have been a principal investigator in an international or national project with competitive funding.
- Have at least ten (10) years of research or teaching activity in the field of solar energy, the water-energy nexus, or energy efficiency.

The PSA's OAC shall consist of a minimum of four (4) individuals external to the PSA.

3.2. TERM OF OFFICE

Each member may remain on the OAC for a maximum of 4 years from the date of their appointment by the Director of the PSA.

3.3. CONFIDENTIALITY COMMITMENT

The members of the OAC expressly commit, both during their tenure on the committee and subsequently upon their departure, not to disseminate, transmit, or disclose to third parties any PSA information to which they have access as a result of the performance of their activities, nor to use such information for their own benefit or that of third parties.

The prohibition established in the preceding paragraph extends to the reproduction, in any medium, of PSA information to which they have access concerning users, procedures, or any other type of internal information.

All notes, reports, and other documents (including those stored on digital devices) produced in the performance of their duties as OAC members are the property of the PSA and will be kept in custody at the ICTS.

In the event of a breach of the aforementioned commitments by any member of the OAC, the PSA reserves the right to claim compensation for damages that may arise as a consequence of the violation of the duty of confidentiality.

3.4. CONFLICTS OF INTEREST

The members of the OAC are obligated to notify the ICTS Coordinator of any situation that may give rise to conflicts of interest during the exercise of their activity on the Committee. When a declaration of conflict of interest occurs, the PSA Coordinator shall immediately proceed to remove/replace the evaluator in question from the assigned Working Committee.

4. OPERATING PROCEDURES

Depending on the nature and number of applications received in each open access call, the necessary OAC members will be selected to carry out the evaluations.

Each application will be forwarded to at least three OAC members, taking into account the reviewer's area of expertise and the nature of the application. Efforts will be made to equitably distribute the evaluation workload among the OAC members and the different COA calls.

5. RESPONSIBILITIES

5.1. EVALUATORS IN WORKING GROUPS

- To assess and report the results of the evaluation of the access applications received, according to the general evaluation criteria and any specific criteria established in each call.
- To contribute with their evaluations, based on their experience and knowledge, to the OAC's proposal regarding the granting and prioritization of competitive open access applications in each call.

5.2. ICTS COORDINATOR

- To coordinate and schedule the work of the OAC evaluators.
- To assign the applications received in the COA call to each evaluator.
- To publish the final resolution of the accepted applications on the ICTS website.

6. REVIEW AND EVALUATION OF APPLICATIONS BY OPEN ACCESS COMMITTEE EVALUATORS

Each evaluating member will examine the applications assigned to them within the specified timeframe, using the corresponding evaluation form.

Any evaluating member may request additional information regarding the application by communicating with the ICTS Coordinator, who will be responsible for forwarding the request to the applicant.

6.1. EVALUATION CRITERIA

The evaluation of the applications received in each COA call will be carried out according to the following criteria:

There are three criteria for the evaluation by the OAC, with a maximum score of 5, being 3 the threshold for each criterion:

- Scientific excellence (originality and innovation) /5
- General technical quality of the project /5
- Competencies and complementarity of the Research Team /5

This will generate a score out of 15, with only those exceeding a score of 9 being accepted.

Once scientific-technical feasibility is confirmed by the Facility Managers (RdI), applications received that are part of R&D&I projects funded by a competitive call from an international, European, national, or regional funding agency will be deemed to meet the required quality, and will therefore be automatically approved.

If, for any circumstance, access to a particular facility is limited, the OAC will apply the aforementioned quantitative criteria to all proposals directed to said facility, regardless of whether they are backed by an open competitive call or not, and in this case, a prioritized list ordered by score will be published for the limited-access facility.

7. COMMUNICATION OF ACCESS DECISIONS

Coordinator is responsible for communicating the results of their application to the applicants.

8. DOCUMENT ARCHIVING

The generated documentation will be archived at the PSA for a minimum period of six (6) years.