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## Implementation regulations for the organisational regulations of the National Research Council

of 13 February 2018

The National Research Council,

based on the Organisational regulations of the National Research Council<sup>1</sup>

hereby issues the following Implementation Regulations:

### **Article 1 Authority of the Administrative Offices to make decisions**

In addition to the competencies defined in the Organisational Regulations of the National Research Council, the latter delegates evaluation and decision-making competencies to the Administrative Offices in accordance with the provisions of these Regulations as well as based on the provisions applicable to individual funding schemes.

### **Article 2 Delegations in the scope of funding schemes**

The Administrative Offices are the final decision-making authority with regard to:

- a. Grants for scientific exchanges: scientific conferences, workshops and research stays<sup>2</sup> (Article 25 of the Organisational Regulations of the Research Council) and
- b. Open Access publication grants<sup>3</sup> (Article 25 Organisational Regulations of the Research Council).

### **Article 3 Delegations in respect of general grants and measures**

The Administrative Offices are the final decision-making authority with regard to:

- a. Grants to facilitate the completion of projects pursuant to Article 36 of the Funding Regulations<sup>4</sup> (Article 26 Organisational Regulations of the National Research Council);
- b. Grants for career path and gender equality measures<sup>5</sup>; and
- c. Supplementary grants

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<sup>1</sup> [Organisational Regulations of the National Research Council of 14 November 2007](#)

<sup>2</sup> [Regulations on Scientific Exchanges of 14 February 2017](#)

<sup>3</sup> [Regulations on the funding of Open Access publications of 7 November 2017](#)

<sup>4</sup> [Funding Regulations of 27 November 2015](#)

<sup>5</sup> [General implementation regulations for the Funding Regulations of 9 December 2015](#)

(Annex 4: Flexibility Grants; Annex 5: Mobility grants for doctoral students; Annex 6: Research Time for clinicians; Annex 7: Gender equality grants; Annex 8: Exemption from teaching duties).

#### **Article 4 Practice and reporting**

<sup>1</sup> When making decisions as the final authority, the Administrative Offices strive to treat all applicants equally and to maintain consistent practices. In unclear or complex cases, they may enlist the help of the referee or the president of the division or specialised committee.

<sup>2</sup> The Administrative Offices report to the Presiding Board annually on their evaluation and decision-making activities and the resultant total amount of funding.

#### **Article 5 Authority to make decisions in the case of Lead Agency applications**

<sup>1</sup> In the case of applications that have been assessed positively by a foreign Lead Agency, the SNSF decides on the amount and conditions of the grant it awards.

<sup>2</sup> In consultation with the responsible referee, the Administrative Offices recommend these decisions to the Presiding Board of the Research Council for approval (Article 9 letter a of the Organisational Regulations of the Research Council). No decision by the division is required, as the evaluation of the application was delegated to the Lead Agency abroad.

<sup>3</sup> Verifying eligibility is the responsibility of the Administrative Offices (Article 22 Organisational Regulations of the Research Council)

<sup>4</sup> If the SNSF is the Lead Agency, the normal evaluation procedure and the corresponding competencies apply.

#### **Article 5a Decision-making competencies with respect to grant applications for research semesters for former members of the Research Council<sup>6</sup>**

<sup>1</sup> Pursuant to Article 9 letter f of the Organisational Regulations of the Research Council, the Presiding Board of the Research Council delegates the authority to approve grants for a research semester for former Research Council members to the Administrative Offices. The latter body makes the final decision on such applications in accordance with Article 6 of the Regulations on grants for research semesters for members of the Research Council who leave office<sup>7</sup>. The decision is based on the opinion of a referee who is qualified in the relevant field and a member of the Research Council. An external review may be obtained additionally in some cases.

<sup>2</sup> Reporting to the Presiding Board of the Research Council is performed in accordance with Article 4.

#### **Article 6 Sections within Divisions<sup>8</sup>**

<sup>1</sup> Division III comprises two sections, biology and experimental medicine and clinical, social and preventive medicine.

#### **Article 6a Gender representation in the bodies of the Research Council<sup>9</sup>**

<sup>1</sup> The composition of the Research Council must be such that 40 per cent of the members are women and 40 per cent men.

<sup>2</sup> The responsibility for securing compliance with the gender representation rule pursuant to paragraph 1 lies with:

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<sup>6</sup> Added based on the RC Presiding Board's decision of 23 February 2021, in force as of 1 March 2021.

<sup>7</sup> [Regulations on grants for research semesters for members of the Research Council who leave office of 1 November 2011.](#)

<sup>8</sup> As of October 2011, the Programmes Division is no longer divided into sections.

<sup>9</sup> Added based on the RC Presiding Board's decision of 23 February 2021, in force as of 1 March 2021.

- a. the Presiding Board of the Research Council in the context of nominations submitted to the Executive Committee of the Foundation Council pursuant to Article 21 paragraph 2 letters a and b of the Statutes and based on Article 19 of the Election Regulations for the Research Council<sup>10</sup>; the Presiding Board of the Research Council in the context of electoral decisions pursuant to Article 9 letter e of the Organisational Regulations for the Research Council;
- b. the divisions and specialised committees of the Research Council when they make nominations to the Presiding Board of the Research Council or electoral decisions within their own competence.

<sup>3</sup> Compliance with the minimum representation rule of 40% for both women and men is subject to the following transitional provision: in the divisions and specialised committees of the Research Council and in the Presiding Board of the Research Council, women and men must have representation of at least 30% each by the end of 2024 and at least 40% each by the end of 2026.

<sup>4</sup> For panels and other evaluation bodies, the quota goals set out in paragraph 3 apply. For bodies in research fields with very unequal representation at the professor level in Switzerland (figures acc. to Federal Statistical Office), the following quota applies: at least the share of the underrepresented gender among professors plus 20%. The quota goals must be implemented as soon as possible, at the latest by the end of 2026. Paragraph 5 remains reserved.

<sup>5</sup> In panels and evaluation bodies with up to four members, women and men must each be represented by at least one member each. In panels and evaluation bodies with 5–9 members, the representation of women and men must correspond to at least 30% for each gender.

<sup>6</sup> In panels and evaluation bodies that include members appointed by the SNSF as well as members appointed by partner organisations, the quota rule applies to the SNSF appointees. Partner organisations are requested to consider a balanced representation of genders when appointing their representatives.

<sup>7</sup> The quota rules must be complied with in the event of vacancies. However, elected members are not required to step down prematurely to achieve compliance with the quota rules.

#### **Art. 6b Incompatibilities in the bodies of the Research Council<sup>11</sup>**

<sup>1</sup> Persons who are related to each other as follows may not both be members of the Research Council and its bodies at the same time (incompatibility):

- a. marriage or registered partnership or de facto cohabitation; or
- b. blood relationship or relationship by adoption or marriage: parents, children, grandchildren, siblings, aunt/uncle, niece/nephew.

step-relationships analogous with the relationships mentioned in letters a and b and half-siblings are also subject to the rules on incompatibility.

<sup>2</sup> If election to the Research Council would lead to incompatibility within the meaning of paragraph 1, the relevant person may not be elected.

<sup>3</sup> Should the incompatibility arise in the course of someone's membership, the incompatibility must be eliminated. If the parties concerned do not eliminate the incompatibility themselves, the decision shall lie with the President; if the incompatibility concerns the President, his or her deputy shall decide.

#### **Article 7 Final provisions**

These Implementation Regulations enter into force on **1 April 2018**. They replace the Implementation Regulations of 11 December 2007.

<sup>10</sup> [Election Regulations for the National Research Council of 25 January 2008](#)

<sup>11</sup> Added based on the RC Presiding Board's decision of 23 February 2021, in force as of 1 March 2021.