Guidelines for Impartiality and Confidence in SIOS Knowledge Centre

SIOS Knowledge Centre (SIOS-KC) follows the *Regulations on Impartiality and Confidence in the Research Council of Norway* as closely as possible. Due to the small size of the team working at SIOS-KC, there can be occasional cases where these regulations cannot be followed. This document outlines how such cases are handled at SIOS-KC.

In cases where a SIOS-KC staff member(s) responsible for the administration of a funding call would be automatically disqualified from preparing the basis for a decision or from making any decision in a case, as defined in Section 3.1 of *Regulations on Impartiality and Confidence in the Research Council of Norway*, an external observer will oversee the following elements of call administration:

- Selection of the reviewers,
- Preparation of the review summary,
- Ranking of applications,
- Preparing a recommendation to the SIOS Board of Directors.

The role of the external observer is to ensure transparency and fair conduct. This is facilitated by the following measures:

- The external observer is a member of the call evaluation task force, which suggests reviewers and works on the recommendation to the Board of Directors.
- The external observer has access to the reviews submitted through the SIOS website (including reviewers’ names, scores and comments for all applications).
- The external observer checks the ranking provided by SIOS-KC.