



## ILGE TNA/NOA review panel guidelines

### Context and background information

ILGE (Integrated Laboratories for the Geosciences and the Environment) offers unique opportunities for transnational access (TNA) and national open access (NOA), either through physical access or remote service, to 37 key laboratory facilities hosted in the Italian territory and operating in a diverse range of geoscientific disciplines. ILGE is an integral part of the larger MEET (Monitoring Earth's Evolution and Tectonics) project, supported by the European Union (Next Generation EU) and the Italian Ministero per l'Università e la Ricerca (Piano Nazionale di Ripresa e Resilienza; project code: IR0000025). ILGE is a collaborative effort involving several institutions: the National Institute of Geophysics and Volcanology (INGV), the University "Roma Tre" (UniRomaTre), the National Research Council (CNR), and the National Institute of Oceanography and Experimental Geophysics (OGS).

Access provision in ILGE is centrally coordinated by the ILGE TNA/NOA management team, based at INGV and UniRomaTre. Access to ILGE facilities is organized on a per-call basis, with two calls scheduled for the period between January 2024 and November 2025. Each call includes a review phase, during which members of the ILGE TNA/NOA review panel assess short research proposals based on scientific excellence.

### Composition and profile of the ILGE TNA/NOA review panel

The ILGE TNA/NOA review panel comprises international professionals specializing in various fields of geosciences. Each proposal undergoes evaluations by experts who are independent of the ILGE laboratory to which the application is directed.

Applications from potential panel members are welcome at any time. Interested individuals with diverse skills, experience, genders, and from all geographic regions can apply by completing this [form](#), consulting these guidelines, and providing a signed version of the [Appointment Letter](#).

Members of the ILGE TNA/NOA review panel are expected to have strong scientific and technical expertise in one or more geoscientific fields and will express their expertise through the selection of keywords from a predefined list in the form linked above.

### Appointment and term

Scientists accepted as members of the ILGE TNA/NOA review panel are officially appointed by the ILGE TNA/NOA management team. Panelists are initially appointed for two calls within the context of the MEET project, scheduled to conclude in November 2025. The appointment starts from the date of nomination. Review panel members can indicate their potential availability to serve as a reviewer for future ILGE network initiatives during form compilation. The review phases for the two calls are anticipated to occur in the periods February-April 2024 and 2025, with individual availability confirmed during the compilation of the form.

In the event of unexpected circumstances preventing review panel members from conducting reviews during a specific call, they may withdraw from the panel at any time upon written notification to the ILGE TNA/NOA management.

### **Tasks of the ILGE TNA/NOA review panel**

Reviewers typically have a two-week window to conclude and communicate their evaluations, starting from the day they receive the assigned proposals. The total expected working load is one to two days at maximum. Each proposal undergoes review by one assigned reviewer. Prior to the scientific evaluation by review panel members, the Facility Manager of the addressed facility assesses the for technical feasibility. The scientific component of each proposal is concise, anonymous and devoid of any information related to the applicant's identity (s). The working language for the review process is English. An easy, user-friendly scientific evaluation form will be provided.

The review of each proposal includes:

- Reading and examining the proposal, evaluating the research project against the four criteria detailed in the ILGE TNA/NOA scientific evaluation form. Reviewers receive this form along with the proposals to be evaluated.
- Assigning scores for each criterion and reporting them in a copy of the ILGE TNA/NOA scientific evaluation form (one per proposal). Brief explanatory comments supporting the given score must be provided. the score given.
- After the review phase, reviewers may be asked to provide feedback, by completing a short questionnaire.

Once individual reviews are concluded, the ILGE TNA/NOA management compiles a summary report of the assessments and formulates recommendations for the selection process. If needed, a remote consensus meeting may be arranged between the review panel members and the ILGE TNA/NOA management for additional clarification.

### **Code of conduct**

All members of the review panel serve in their personal and technical capacities, acting in an honorary capacity. They refrain from representing their employer, institution, or any other entity. Members guarantee that the TNA/NOA proposals submitted by users are evaluated based on an expert, sound, impartial, and transparent assessment. The scope of the panel's evaluation encompasses the research focus of the proposal, its scientific merit, and potential impact.

Reviewers will only assess proposals aligned e with their expertise, avoiding any conflict of interest with the concerned research facility or specific national interests.

Reviewers commit to maintaining the confidentiality of any documents or files received for the evaluation, deleting all stored copies of the files on personal devices upon completion of

the assignment. Review panel members must not communicate and discuss the assigned TNA/NOA proposals with others, and the results of the proposal evaluation outcome must remain undisclosed.

While reviewers have the option to submit or participate in proposals for any ILGE TNA/NOA call, they cannot act as reviewers for the specific call in which they submit or participate in a proposal.