Extra Rules for Dealing with Conflicts of Interest on the OPC

1. For the case of the Observing Programs Committee (OPC), and following the general “Rules for Dealing with Conflicts of Interest on ESO Committees”, the more detailed rules in this document shall be followed.

2. Conflicts of interest may arise when an OPC/Panel member has to review, grade, or discuss:
   a. Proposals where the member is part of the research team submitting the proposal
   b. Proposals from a PI or main Co-Is from his/her institution
   c. Proposals from a close scientific collaborator
   d. Proposals from immediate family
   e. Proposals from a recent student or advisor
   f. Proposals from direct scientific competitors

3. It is the responsibility of all OPC/Panel members to recognize and report all their own actual or potential conflicts of interest. All members must inform ESO-VISAS of any potential conflicts of interest immediately after receiving proposals to review.

4. OPC members shall declare to the OPC Chairman any actual or potential conflict of interest with any item on the Agenda immediately after they become aware of it.

5. OPC members and panelists cannot be PIs of Large Programs or Surveys proposed in the period they serve.

6. If an actual or potential conflict of interest arises, an OPC member may be requested by the OPC Chairman either to withdraw from discussion of an agenda item, or to participate in all or part of the discussion, but should a vote be called, the conflicted member shall not be present during the voting.

7. The request to withdraw may be challenged, in which case it shall be put to a vote of the Committee, with the potentially conflicted member not participating. In the event of a tied vote, the decision of the Chair shall be final.

8. Should the OPC Chairman be required to withdraw from a discussion, the Committee members shall agree on one member to act as temporary Chairman for the discussion of that item.

9. Should a conflict of interest be discovered after a vote or recommendation has been made, the Chair shall propose to the Committee that either:
   a. The vote or recommendation should stand, with the vote of the conflicted member converted to an abstention
   or
   b. The vote or recommendation is declared null and void, and shall be revisited with the conflicted member withdrawn

10. Any deliberate failure to report a conflict of interest shall be reported by ESO to the OPC/Panel member and the OPC Nominating Committee, and this committee shall decide upon the action to be taken, and inform the OPC.

11. Any action under the rules above shall be kept on record by ESO-VISAS.