

Geant4 Collaboration

Collaboration Agreement – Annex 2

Collaboration Regulations

12th July 2005

(Following text is identical to Version 3.03: 16th December, 2004)

1. Membership Applications

Individuals can at any time apply to become new members of the Collaboration. Individuals wishing to join the Collaboration are invited to indicate in their application the amount of contribution as measured in effort or a deliverable. The application is sent to the Chairman of the Steering Board, who notifies the applicant of the receipt of the application, and forwards this to the members of the Steering Board. The Steering Board may request further information from applicants before making its decision.

Individuals who would be represented by existing signing parties become members after approval by a simple majority of the Steering Board.

Individuals who would be represented by a new signing party become members after approval by the Steering Board and signature of the Collaboration Agreement. Before making its decision, the Steering Board seeks a recommendation from the Oversight Board. The Oversight Board is assumed to recommend that the Steering Board make whatever decision it considers appropriate if the Oversight Board does not respond within two months. If the Oversight Board chair requests further information from the Steering Board, the delay of two months begins at the time of the receipt of this information by the Oversight Board chair.

2. Oversight Board Membership

Resources committed to the Collaboration are measured in FTE (annual full-time equivalent) manpower. Financial contributions are converted to FTEs using an appropriate salary scale.

The threshold for Oversight Board Membership is two FTEs.

3. Steering Board Membership

Each working group is represented by one person per two FTEs of effort within the working group, subject to the minimum of one person as per the Collaboration Agreement. The number of FTEs in a Working Group is evaluated by the Working

Group and approved or amended by the Steering Board. The selection of Working Group representatives may be made by nominations, followed by voting by each member for up to the number of representatives allotted to the working group, or by any other process accepted by all members of the working group.

4. Terms

Chair of the Oversight Board: three years.

Spokesperson: two years.

Working Group Coordinators and Steering Board Members: two years.

Chair of the Technical Forum: two years.

5. Meeting Frequencies

Collaboration Meeting: at least once per year

Oversight Board: at least twice per year

Steering Board: at least six times per year

Technical Forum: at least four times per year. A minimum of two locales should be used for Technical Forum meetings in each year.

6. Publication Policy

Publications describing work performed as a contribution to the Geant4 Collaboration must be approved, in respect of contents and author list, by the Steering Board who may delegate this responsibility as appropriate.

7. Working Group Coordinators

Working Group coordinators are appointed by the Steering Board from the Working Group representatives on the Steering Board.