



CHAIRMAN OF THE RESEARCH COUNCIL OF LITHUANIA

**ORDER
ON THE APPROVAL OF THE GENERAL RULES OF THE RESEARCH COUNCIL
OF LITHUANIA FOR THE EXPERTS AND THEIR ACTIVITIES**

January 29, 2018, V-42
Vilnius

Following the Regulations of the Research Council of Lithuania approved by the Seimas (Lithuanian Parliament) of the Republic of Lithuania on June 22, 2017 Resolution XIII-499 'On the Approval of Regulations of the Research Council of Lithuania', Clause 23.1:

1. I a p p r o v e the General Rules of the Research Council of Lithuania for the Experts and their Activities (hereinafter referred to as the Rules).

2. I a n n o u n c e as abolished.

3. I a n n o u n c e as abolished.

4. I d e t e r m i n e that the certificate confirming the fact of being an expert of the Research Council of Lithuania is issued upon the request of a person if he or she has performed at least one expert evaluation as a scientific (art) expert or as an expert practitioner of the Council.

5. I a p p o i n t the Research Policy and Analysis Department of the Research Foundation to prepare a description of procedures for the administration of the expert database indicated in Clause 6 of the Rules by May 1, 2018.

6. I d e c l a r e void the Resolution VIII-21 of the Council of May 26, 2014 'On Approval of the General Rules of the Research Council of Lithuania for the Appointment of Experts and their Activities'.

Chairman of the Council

Dainius H. Pauža

APPROVED by
CHAIRMAN OF THE RESEARCH
COUNCIL OF LITHUANIA
Order of January 29, 2018, V-42

GENERAL RULES OF THE RESEARCH COUNCIL OF LITHUANIA FOR THE EXPERTS AND THEIR ACTIVITIES

CHAPTER I GENERAL PROVISIONS

1. The General Rules of the Research Council of Lithuania for the Experts and their Activities (hereinafter referred to as the Rules) determine the types of experts of the Research Council of Lithuania (hereinafter referred to as the Council), the procedure of becoming an expert of the Council and requirements for the experts of the Council, the establishment of an expert commission, principles of activities of its members and the expert work and provisions of remuneration for the expert work.

2. The Council uses expert commissions or individual experts to perform the evaluation of research and experimental development (hereinafter referred to as R&D) and doctoral studies and other expert evaluation functions specified in the regulations of the Research Council of Lithuania.

CHAPTER II EXPERT TYPES AND EXPERT DATABASE OF THE COUNCIL

3. According to the nature of requirements for experts and functions performed, experts of the Council are divided into three types:

- 3.1. scientific (art) experts,
- 3.2. expert practitioners,
- 3.3. specialists.

4. A person wishing to become an expert in the Council must submit a request in the form approved by the Chairman of the Council in the Expert Database (EDB) administered by the Council.

5. The EDB collects and processes the personal and contact details of the applicants, accountancy or employment data, information on a person's expert qualifications and working places as well as expert activities in the Council, copies of the expert pledge to the Research Council of Lithuania (hereinafter referred to as the pledge) and other information.

6. The EDB administration procedure, as well as the possible status of the experts of the Council in the EDB, are set out in the description of the procedure for administering the Expert Database approved by the Chairman of the Council.

CHAPTER III REQUIREMENTS FOR THE EXPERTS OF THE COUNCIL AND THE PROCEDURE FOR ASSESSING CONFORMITY TO THE REQUIREMENTS

SECTION 1 SCIENTIFIC (ART) EXPERTS OF THE COUNCIL

7. The following minimum requirements apply to a scientific expert in the humanities or social sciences:

7.1. to have published at least 15 scientific articles in peer reviewed (periodical, continuous or one-time) scientific publications or to have published a monograph or a study prepared on a non-dissertation basis and at least 10 articles in peer reviewed (periodical, continuing or one-time) scientific publications;

7.2. to have been published in significant international publications in the last five years;

7.3. to have expert work and/or scientific project leading and/or international experience in the last five years.

8. The following minimum requirements apply to an expert in the field of physical, agricultural, biomedical or technological sciences:

8.1. to have published at least 15 scientific articles in publications, referenced and with a citation index in the Clarivate Analytics Web of Science database;

8.2. to have been published in significant international publications in the last five years;

8.3. to have expert work and/or scientific project leading and/or international experience in the last five years.

9. An art expert is subject to the minimum requirement to be recognised as an artist or creator of works of art who has created (performed) highly significant works of art (culture), winning the recognition of a wide range of Lithuania and/or foreign audience and artistic specialists and to have been assessed by prestigious international or national prizes and other high awards, and/or to have educated other distinguished artists.

10. Requests from persons wishing to become scientific (art) experts of the Council are examined by the Committee on Humanities and Social Sciences and/or the Committee on Natural and Technical Sciences (hereinafter referred to as the Committee) of the Council according to their competence.

11. If, according to the decision of the Committee, a person meets the requirements applicable to the scientific (art) expert(s) of the Council, he or she shall be given the status of a candidate into scientific (art) experts. The request of a person who has repeatedly applied for his or her recognition as a candidate into the experts of the Council shall not be examined earlier than after one year following the negative decision of the Committee.

12. The status of the expert of the Council is granted to:

12.1. A person having the status of a candidate into scientific (art) experts and having performed at least one expert evaluation;

12.2. The Chairman and the Deputy Chairmen of the Council approved by the resolution of the Seimas (Lithuanian Parliament);

12.3. The members of Committees approved by the resolution of Lithuanian Government.

13. Persons being invited to perform an expert work by the Council, who were granted the status of the candidate into scientific (art) experts or an expert, must meet the requirements applicable to scientific (art) experts and therefore must regularly, but no less than each five years, renew his/her data with the EDB having indicated significant international publications of the last years and the accumulated experience in an expert work and (or) research projects management and (or) international experience.

SECTION 2 EXPERT PRACTITIONERS

14. An expert practitioner must be recognised as a specialist in his or her field and meet at least one of the following minimum requirements:

14.1. have work experience in an enterprise or institution conducting R&D and/or innovation activities;

14.2. have managing work experience in an institution of research and higher education;

14.3. have public administration experience in the field of research or higher education;

14.4. have managing experience in an organization of research and international scientific cooperation.

15. The compliance of an expert practitioner (a person who submitted a request to become an expert practitioner) with at least one requirement specified in Clause 14 of the Rules shall be assessed in consideration of his or her inclusion in the expert commission (appointment as an individual expert).

16. An expert practitioner, who has performed at least one expert evaluation, is granted the status of an expert of the Council.

SECTION 3 SPECIALISTS

17. A specialist is a person delegated to perform the functions specified in Clause 2 of the Rules of a Lithuanian public administration institution.

18. A specialist is considered a Council expert until he or she has been revoked (replaced) by a Lithuanian public administration institution or until the termination of the mandate or the work of the expert commission (individual expert) to which he or she was delegated.

CHAPTER IV PRINCIPLES OF FORMING THE EXPERT COMMISSION

19. When establishing the expert commission (selecting an individual expert), the following principles apply:

19.1. it shall be determined what competencies are needed to ensure a quality evaluation;

19.2. it shall be taken into account whether the expert of the Council (a candidate into scientific (art) experts) has competences that are not directly related to the evaluation object and the task assigned to him or her but that may be useful whilst carrying out the expert work;

19.3. it shall be aimed to prevent the expert's work from creating any conflict of interest:

19.3.1. the circumstances known to the Council, as set out in the Pledge of the expert of the Council, the form of which is set out in the Annex to the Rules, shall be evaluated;

19.3.2. experts of the Council (candidates into scientific (art) experts) who are heads or deputy heads of research and higher education institutions shall not be invited to participate in the evaluation;

19.4. consideration shall be given to whether the expert of the Council (a candidate into scientific (art) experts) is not restricted from evaluating the objects to be evaluated in the area of activity supported by the Council due to the circumstances specified in the description of avoidance of potential conflicts of interest approved by the Chairman of the Council.

20. Legal acts regulating the procedures of expert evaluation approved by the Chairman of the Council may set additional principles for the formation of the expert commission (appointment of an individual expert).

21. When the evaluation and submission of conclusions of experts falling into the competence of one Committee are needed, an expert commission is set up or an individual expert is appointed by the Committee according to their competence from the scientific (art) experts (candidates into scientific (art) experts) and, if necessary or prescribed in the other legal acts, from expert practitioners and/or specialists. The composition of the expert commission or an individual expert shall be approved by the Chairman of the Council.

22. When the evaluation and submission of conclusions of experts falling into the competence of both Committees are needed, an expert commission is set up or individual experts are appointed taking into account the proposals of the Committees on the members of commissions (individual experts); the expert commission is formed or the individual expert is

appointed by the Chairman of the Council, if necessary, using expert practitioners and/or specialists.

23. A task to evaluate the evaluation object shall be appointed to an expert commission or an individual expert by the Committee who has formed the expert commission or appointed the individual expert or the Chairman of the Council. The evaluation object might be:

23.1. an object of R&D Competitive Funding (usually a proposal or project report; hereinafter referred to as the competitive object);

23.2. an object which is not a part of the competitive funding (hereinafter referred to as a non-competitive object).

24. At the request of the head of the expert commission, the Committee or the Chairman of the Council who has formed the expert commission may appoint an additional expert to evaluate a specific evaluation object if it becomes necessary in the course of an expert evaluation (during evaluation of interdisciplinary proposals, reports of such projects etc.).

CHAPTER V PRINCIPLES OF THE ACTIVITIES OF THE MEMBERS OF THE EXPERT COMMISSION

25. A member of an expert commission or an individual expert, in carrying out the work assigned to him or her, adheres to the following guiding principles:

25.1. professionalism – he or she must evaluate the evaluation objects of his or her and any related scientific (art) areas of interest (activity) very responsibly, taking into account the latest achievements in these areas; he or she must impartially evaluate the competence and experience of the group of implementers and objectively determine the value of the object;

25.2. impartiality – when expressing his or her opinion or proposing a decision, he or she must count on an objective criteria, not on personalities, and should not rest on any preconditions (positive or negative) on the evaluation object or applicants;

25.3. confidentiality – all material related to an expert evaluation can be used only for the purposes of the evaluation and its improvement; the opinions of the members of the expert commission expressed whilst making the expert evaluation decisions and any part or the entire results of the evaluation cannot be disclosed;

25.4. honesty – he or she must follow his or her conscience, feel responsible for the work assigned, rely on the ideals of truth-seeking; treat the evaluated persons, the members of the expert commission and other colleagues with respect;

25.5. transparency – he or she must follow publicly available applicable legal acts and make the evaluation in accordance with established procedures; seek confidence in the evaluation; provide clear and reasoned conclusions about the evaluation object;

25.6. equality – expert evaluation must not be affected by the applicants' gender, race, nationality, language, origin, social status, faith, belief or attitude, age, sexual orientation, disability, ethnicity or religion if known to members of the expert commission or an individual expert.

26. A member of an expert commission or an individual expert cannot represent the interests of research and higher education institutions or businesses, emphasise or diminish the achievements and importance of any field or branch of science; he or she must use only his or her competence and perform the work entrusted them in a correct and timely manner. A member of the expert commission must remain anonymous and protect the anonymity of the other members of the expert commission; unless otherwise provided by other legal acts, he or she must respect and protect the copyright and intellectual property of the evaluation object.

27. Each member of the expert commission, in accordance with the principles listed in Clause 25 of the Rules, bases relations within the expert commission on good-will, respect, fidelity and tolerance of the opinions of others.

28. The head of the expert commission shall ensure that the expert commission complies with the above-mentioned principles of operation. An individual expert shall comply with the above-mentioned principles of operation of the member of the expert commission as far as they apply to a person.

29. Each member of the expert commission or an individual expert must sign a pledge in a form submitted as an annex to the Rules before starting his or her expert work in the Council.

CHAPTER VI THE MAIN PRINCIPLES OF THE EXPERT WORK

30. Depending on the evaluation object, expert evaluation is organised in accordance with the relevant legal acts regulating the expert evaluation procedure of the Council.

31. The works of the expert commissions evaluating the competitive object (as well as more than one individual expert evaluating the same evaluation object) consists of individual and group evaluations of the object. When an object is evaluated by an individual expert, only an individual evaluation is performed, unless otherwise specified in the legal acts governing the procedures of the expert evaluation of the Council.

32. Normally, in both individual and commission evaluation, the evaluation object is evaluated using the same evaluation form according to the evaluation criteria. Evaluation of a non-competitive object may not include the evaluation form.

CHAPTER VII REMUNERATION FOR THE EXPERT WORK

33. A copyright agreement is concluded with the formation of an expert commission or the appointment of an individual expert. An additional expert usually signs an ongoing copyright agreement.

34. The author's remuneration of the expert commission (individual or additional expert), who evaluated the competitive object, and the share of this remuneration of each member of the expert commission, shall be determined in accordance with the description of the procedure for the remuneration of experts approved by the Chairman of the Council.

35. A member of the expert commission (an individual expert), who is bound by an employment relationship with a Lithuanian public administration institution that delegated him or her, shall not be paid an author's remuneration.

CHAPTER VIII FINAL PROVISIONS

36. The Council may also apply the provisions of these Rules while forming other expert groups within the Council provided for in the regulations of the Research Council of Lithuania including implementing groups, specialised committees or work groups and permanent commissions or work groups.

37. In order to improve the quality of the expert work, the work of an expert is assessed. This is done in accordance with a form approved by the Chairman of the Council. All assessments are accumulated in the EDB.

38. The quality of the expert work in the Council is ensured by the Committees in the field of their competence and by the Chairman of the Council.

39. The expert work of each member of the expert commission is assessed by the head of the commission. The work of the head of the commission and the individual experts is assessed by the Committee in the field of its competence, and in the case referred to in Clause 22 of the

Rules, by the Chairman of the Council, if necessary, with a help of the Committee in accordance with its competences.

40. The Council, having received a request from other institutions to offer experts, offers their candidacies from the scientific (art) experts of the Council (candidates into scientific (art) experts). By submitting his or her data to the EDB, a person may give his or her consent to be proposed as an expert to other institutions without separate communication with him or her.

41. In the first quarter of each year, the Council publishes (on the website www.lmt.lt) a list of the scientific (art) experts and expert practitioners who have carried out the expert evaluation of the competitive objects during the last two calendar years, i.e. who have completed their expert evaluation not earlier than the first day of the period and not later than the last day of the period. In the list, the family names of the experts are written in alphabetical order, including the first letter(s) of the expert's given name(s). In addition, the Council may publish a list of experts on terms other than those specified in this clause, if other legislation so provides.

42. An expert of the Council who has not adhered to the principles of the operation of the expert commission listed in the Rules or has not notified about a conflict of interests and who has therefore breached the signed pledge (Clause 29 of the Rules) shall be removed from the list of experts of the Council by a decision of the Committee and shall not be eligible to become an expert of the Council for three years from the date of the decision of the Committee.

43. If decisions of the Ombudsperson for Academic Ethics and Procedures (hereinafter referred to as the Ombudsperson) that came into force or court decisions in regards to the decisions of the Ombudsperson that were adopted and came into force determine that an expert (a candidate into scientific (art) experts) of the Council has violated the academic ethics and the violation involves the most severe forms of conduct that are not in line with the principles of the academic ethics indicated in Clause 17 of the Recommendations to the Preparation, Approval, and Implementation of Academic Ethics Codes in Research and Education Institutions approved by the Ombudsperson on August 25, 2020, Order V-38 'On the Approval of Recommendations to the Preparation, Approval, and Implementation of Academic Ethics Codes in Research and Education Institutions', shall be removed from the list of experts (candidates into scientific (art) experts) of the Council and shall not be eligible to regain his/her position for five years from the date the decision comes into force.

General Rules of the Research Council of
Lithuania for Experts and their Activities
Annex

(Form of pledge of the expert of the Research Council of Lithuania)

PLEDGE OF THE EXPERT OF THE RESEARCH COUNCIL OF LITHUANIA

....., 20...

.....
(place)

I,,
(given name, family name, residential address)

being a member of the expert commission of the Research Council of Lithuania (an individual expert), promise and undertake to adhere to the following principles of impartiality, confidentiality, honesty and transparency:

a) when expressing my opinion or proposing a decision I shall count on objective criteria, not on personalities, and shall not rest on any preconditions (positive or negative) on the evaluation object or project implementers;

b) I shall use all material related to expert evaluation only for the purposes of evaluation and its improvement; and I shall not disclose the opinions of the members of the expert commission expressed whilst making expert evaluation decisions and any part or the entire results of the evaluation;

c) I shall follow my conscience, feel responsible for the work assigned, rely on the ideals of truth-seeking and treat the evaluated persons, the members of the expert commission and other colleagues with respect;

d) I shall use the pre-published applicable legal acts, carry out the evaluation according to clearly defined procedures; draw clear and reasoned conclusions about the evaluation object; thoroughly and carefully examine the remarks made by the applicant taking into account the evaluation and, if necessary, correct the evaluation of the evaluation object.

If one of the following occurs:

1) a person who has an interest in the evaluation of an object is related to me through marriage or affinity, i.e. a spouse, children (adopted children), their spouses and their children (adopted children); my and my spouse's parents (foster parents), grandparents, brothers and sisters, their spouses and their children (adopted children), cousins and their spouses;

2) I have submitted a request (as a principal investigator or implementer) to participate in the competition of the activity supported by the Research Council of Lithuania, competing for the same funds;

3) a person who has an interest in the evaluation of an object is a researcher who is related to me by direct or indirect (one level above or below) administrative subordination¹ in at least one legal entity;

4) a person who has an interest in the evaluation of an object is a researcher working with me in the smallest administrative unit of at least one legal entity;

5) a person who has an interest in the evaluation of an object is my co-author of results of the research activities that are not older than five years, calculating in the year's accuracy;

6) a person who has an interest in the evaluation of an object was (is) involved in the same project as myself during the last five years;

¹ An administrative subordination is understood in both directions: direct subordination - manager (deputy manager)-subordinate and subordinate-manager (deputy manager), and indirect subordination - higher level manager (deputy manager)-lower level manager (deputy manager)-subordinate, and subordinate-lower level manager (deputy manager)-higher level manager (deputy manager).

or in other circumstances not listed in Clauses 1 to 6 that potentially cause a conflict of interest,

I undertake to immediately notify the person organising the work of an expert commission or an individual expert and not participate in any discussion on issue that causes the conflict of interest.

.....
(signature)

.....
(given name, family name)