



**Global Health EDCTP3 Joint Undertaking Scientific Committee**

**Decision N° SC XX/2025, amending Decision SC 01/2023 on the first amendment to the  
rules of procedure**

**THE SCIENTIFIC COMMITTEE OF THE GLOBAL HEALTH EDCTP3 JOINT  
UNDERTAKING,**

Having regard to Council Regulation (EU) No 2085/2021 of 19 November 2021 establishing the Joint Undertakings under Horizon Europe (hereinafter “the Regulation”), in particular its articles 21 and 108;

Having regard to Article 11 of the Scientific Committee’s rules of procedure;

Whereas:

1. Article 10(5) of the Scientific Committee’s rules of procedure provides that *Members of the Scientific Committee must refrain from participating in the preparation of any proposals for calls launched by the Global Health EDCTP3 JU, or from taking part in the activities to be co-funded by the Joint Undertaking.*
2. The application of this provision has caused resignations from members of the Scientific Committee and declinations of experts appointed as members, thereby depriving Global Health EDCTP3 Joint Undertaking of valuable expertise.
3. The involvement of a member of the Scientific Committee in activities which funding by Global Health EDCTP3 Joint Undertaking has been decided prior to the appointment of the member in the Scientific Committee does not constitute a conflict of interest.
4. Other provisions under Article 10 of the Scientific Committee’s rules of procedure provide safeguards in case of a potential conflict of interest regarding any subject discussed by the Scientific Committee. This covers any discussion on future topics of the work programme in scope with the activities to which a member may already participate in.

Has adopted the following decision:

## **Article 1**

The first sentence in Article 10(5) of the rules of procedure is replaced by the following sentence:

*Members of the Scientific Committee must refrain from participating in the preparation of any proposals for calls launched by the Global Health EDCTP3 JU, or from taking part in the activities to be co-funded by the Joint Undertaking if they were involved in discussions about the relevant topic or had access to confidential information about it.*

## **Article 2**

The consolidated version of the SC's rules of procedure as amended by this decision is annexed hereto.

Done at Kigali, 13 June 2025,

Prof. John Gyapong

The SC Chairperson

## **Annex**

### **Consolidated version of the SC's rules of procedure**

#### **Article 1**

##### ***Members of the Scientific Committee***

1. The members of the Scientific Committee have been appointed by the Global Health EDCTP3 JU Governing Board according to the procedure set out in Global Health EDCTP3 JU Governing Board Decision no 05/2022.
2. The names and functions of the SC members shall be published on the Global Health EDCTP3 JU website.
3. Any member who decides to leave the Scientific Committee shall notify the SC Chairperson, the Global Health EDCTP3 JU Executive Director and the Governing Board Chairperson in writing. The notice shall indicate the date on which the departure takes effect. In case of absence of such information in the notice, the effective date shall be within a month from the date on which the notice is received by the Global Health EDCTP3 JU.
4. Members participate in the Scientific Committee in their individual capacity and commit themselves to discuss the questions put forward and provide advice in their relevant fields of expertise to the best of their ability and in the best interest of the Global Health EDCTP3 JU. They shall commit to act independently of any external pressure or influence.
5. The SC members may not delegate their tasks to another person.

#### **Article 2**

##### ***Chairperson and Vice-Chair***

1. The Scientific Committee shall elect its Chairperson and Vice-Chairperson from among its members.
2. The Chairperson tasks consist of:
  - (a) Convening meetings and setting the agenda based on information provided by the Global Health EDCTP3 Joint Undertaking Executive Director;
  - (b) Chairing the meetings and moderating the discussions of the Scientific Committee;
  - (c) Reviewing the minutes of the meetings that are prepared by the Global Health EDCTP3 JU programme office, before they are approved by the Scientific Committee;
  - (d) Collecting the contributions, reporting and providing the consolidated advice of the Scientific Committee to the Global Health EDCTP3 JU Executive Director for the consideration of the Governing Board;
  - (e) Representing the Scientific Committee at external meetings and events upon request of the Executive Director;

- (f) Submitting to the Global Health EDCTP3 JU Governing Board a report after each meeting outlining the body's and its members' opinions on the matters discussed during the meeting.
- 3. In cases where the Chairperson is unable to fulfil his/her functions, the Vice-Chair shall act in the Chairperson's stead.
- 4. Candidates to the positions of Chairperson and Vice-Chair can put forward their own candidacy, or be proposed as candidates by other members. All candidacies, accepted by the candidates themselves, will be put to a vote among SC members.
- 5. The Chairperson and Vice-Chairperson will be elected for a period of 1.5 years, which term may be renewed following a vote among the SC members.
- 6. Elections shall take place at the first meeting of the SC. Any subsequent elections shall then take place at the last meeting under the leadership of the outgoing Chairperson.
- 7. If the office of the Chairperson or Vice-Chair falls vacant, the Vice-Chair or Chairperson, as appropriate, shall initiate no later than within three months, the procedure for electing a successor. The representative then elected shall serve as Chairperson or Vice-Chair for the remainder of his/her predecessor's term.
- 8. In exceptional conditions, in the absence of both the Chairperson and Vice-Chair, the SC members shall select an interim Chairperson among those present at the meeting.
- 9. Upon request from at least 50% of the SC members or following a request by the Executive Director, a vote can be held on the removal of the Chairperson and/or the Vice-Chair from office. The Executive Director of the Global Health EDCTP3 JU shall chair this proceeding and organise the vote according to the procedures set in Article 6.

### **Article 3**

#### ***Attendance at meetings***

- 1. The SC members should attend all meetings of the SC.
- 2. In addition to the SC members, the SC meeting shall be attended by:
  - (a) The Executive Director of the Global Health EDCTP3 Joint Undertaking or his/her representative;
  - (b) A limited number of staff of the Global Health EDCTP3 JU ensuring the secretariat of the SC.
- 3. The SC Chairperson may also invite a limited number of external participants, such as the members of the Global Health EDCTP3 JU Governing Board, of other Global Health EDCTP3 JU bodies or working groups, or other scientific experts, to take part as observers in the deliberations of the Committee. These invitations shall be limited to duly justified cases, for instance if the presence of the above-mentioned participants is relevant to a specific item on the agenda.

4. The SC may appoint a permanent observer from the World Health Organisation for a maximum duration of three years.
5. The invited participants (including the WHO observer) shall have the right to express their views on any matter being discussed by the Scientific Committee but shall have no voting rights. They shall have the right to comment on the minutes of meetings where they were present only as regards their intervention. They are not entitled to any payment or reimbursement of costs by the Global Health EDCTP3 JU.
6. The invited participants shall be bound by the same rules on confidentiality and on conflicts of interest as SC members and shall sign the same declarations in this respect (annexes 1 and 2).

#### **Article 4** ***Convening of meetings***

1. The SC shall hold its ordinary meetings at least twice a year.
2. The Chairperson shall convene the SC meeting following consultation with other members of the SC by sending a written notice (by means of a letter or e-mail), accompanied by the provisional agenda to each SC members no later than twenty calendar days before each meeting.
3. Extraordinary meetings may be convened upon the Chairperson's own initiative or on request to the Chairperson by the Global Health EDCTP3 JU Governing Board or the Global Health EDCTP3 JU Executive Director.
4. When an extraordinary meeting is required, the Chairperson shall convene the meeting by sending a written notice (by means of a letter or e-mail), accompanied by the provisional agenda and the relevant documents for decision-making not later than fifteen calendar days before the meeting. In case of urgency, some documents may be forwarded to the SC Members and the relevant observers at a shorter notice, but not less than two working days.
5. The SC meetings may take place by audio conference, video conference or other means of communication. Alternatively, physical meetings shall normally take place in Brussels at the seat of the Global Health EDCTP3 JU.

#### **Article 5** ***Agenda***

1. The agenda shall be adopted at the beginning of each meeting.
2. With the agreement of the Chairperson, urgent questions may be added to the agenda at any time during the meeting. However, decisions on items that were not included in the provisional agenda circulated to the SC Members shall be subject to a written procedure, unless otherwise decided at the meeting in duly justified cases. Items on the agenda may be deleted or carried over to a subsequent meeting.

## **Article 6**

### ***Quorum***

To ensure the quality of the discussion and the involvement of the SC members, 50% of the total number of SC members shall constitute the quorum necessary for the meeting to be held.

## **Article 7**

### ***Voting***

1. Each member shall have one vote.
2. The SC members shall use their best efforts to achieve consensus. Failing consensus, the SC shall adopt its opinions by a two-third majority of the members present and voting. However, in the event that a consensus cannot be found, for whatever reason, individual members may request to have divergent views recorded.
3. The votes shall be cast by show of hands unless a secret ballot is requested by at least one third of voting members present. A secret ballot shall be used when electing or removing a Chairperson or a Vice-Chair from office.
4. Each opinion adopted by the SC as well as the record of votes (if applicable) shall be recorded in the minutes. Upon request by a SC member, a statement of his/her views shall be entered in the minutes together with the final decision, opinion and/or recommendation adopted.

## **Article 8**

### ***Written procedure***

1. Between two SC meetings, decisions or opinions may be obtained by written procedure. The Executive Director of the Global Health EDCTP3 Joint Undertaking, following consultation with the Chairperson, shall send the proposal to all SC members, identifying a deadline for replies, which shall not be less than fifteen calendar days. In duly justified cases of urgency, a shorter deadline may be set, but not less than five days. The tacit acceptance principle is applied after that period. The proposal shall be considered adopted if it receives the agreement (explicit or tacit) of at least two thirds of the SC members.
2. A proposal for an opinion to be taken by written procedure shall not be subject to amendments; it shall be approved or rejected in its entirety. If a proposal is rejected, it may be included in the agenda of the next SC meeting at the request of at least one third of the SC members.
3. The result of the written procedure shall be notified to the SC members by the Executive Director of the Global Health EDCTP3 JU no later than ten days after the deadline for replies to the procedure.

## **Article 9**

### ***Minutes***

1. Draft minutes of SC meetings, including an attendance list, shall be drawn up by the programme office acting as the secretariat of the Global Health EDCTP3 Joint Undertaking not later than ten calendar days after the meeting and shall be sent to the SC Chairperson for review. Once approved by the Chairperson, the Executive Director of the Global Health EDCTP3 JU shall send the minutes to the SC not later than twenty calendar days after the meeting.
2. The SC members shall send their written comments to the Chairperson and the secretariat not later than ten days after receipt of the draft minutes. The tacit acceptance principle is implied after that period.
3. The Executive Director of the Global Health EDCTP3 JU shall support the Chairperson to consolidate the minutes. Formal approval of the minutes shall take place at the following SC meeting.
4. The minutes of the meeting shall be published on the website of the Global Health EDCTP3 JU.

## **Article 10**

### ***Confidentiality and Conflict of interest***

1. Without prejudice to Article 33 of the Regulation, members of the Scientific Committee are required to refrain from divulging information acquired through their work in the SC. Any such information should not be disseminated, unless authorised by the Executive Director of the Global Health EDCTP3 Joint Undertaking and the Scientific Committee Chairperson or unless unequivocally known to be in the public domain.
2. Members of the Scientific Committee, observers and experts shall sign confidentiality agreements and declaration confirming the absence of conflict of interest prior to their first attendance to Scientific Committee meetings to give effect to Articles 33 and 42 of the Regulation. [Annex I: Declaration of confidentiality and declaration confirming absence of conflict of interest for the Global Health EDCTP3 Joint Undertaking Scientific Committee members]. [Annex II: Declaration of interest for the Global Health EDCTP3 Joint Undertaking Scientific Committee members.]
3. The declaration confirming the absence of conflict of interest shall be updated before subsequent attendances to Scientific Committee meetings, whenever relevant.
4. Members of the Scientific Committee must not seek or act in any way to take undue advantage of, or exercise undue influence on, the implementation of the Global Health EDCTP3 JU activities. Therefore, members of the Global Health EDCTP3 JU Scientific Committee should not be involved in any way in the evaluation or selection of proposals for funding under the Global Health EDCTP3 JU.

5. Members of the Scientific Committee must refrain from participating in the preparation of any proposals for calls launched by the Global Health EDCTP3 JU, or from taking part in the activities to be co-funded by the Joint Undertaking if they were involved in discussions about the relevant topic or had access to confidential information about it. This does not prevent the organisation that directly or indirectly employs the person from participating in the preparation of any proposals for calls launched by the Global Health EDCTP3 JU, or from taking part in the activities to be co-funded by the Joint Undertaking. Should any item on the agenda or any subject discussed in a given meeting of a Scientific Committee be of relevance for projects or proposals under the Global Health EDCTP3 JU that the organisation to which a member belongs, has submitted or is likely to submit, the member should inform the Global Health EDCTP3 JU and the Scientific Committee of the situation at least five calendar days before the meeting. He/she can be requested to abstain from the deliberations and/or leave the discussion of the concerned item/subject.
6. Members of the Scientific Committee must inform the Global Health EDCTP3 JU of all interests, not explicitly stated above, which could be considered prejudicial to their independence.
7. During a meeting any attendee whose participation in the work of the Scientific Committee leads or may lead to a conflict of interest with regard to a particular agenda item shall inform the Chairperson without delay who shall in turn without delay and before any discussion is initiated, decide on any specific measure in this respect in consultation with the Executive Director of the Global Health EDCTP3 JU.
8. Upon proposal by the Chairperson, the Scientific Committee may decide to examine such an item without the presence of the concerned attendee.
9. When a member of the Scientific Committee is in breach of the requirements set out above, he/she will be considered as no longer being in a position to remain a member of the body.
10. The decisions and minutes of the meetings of the SC shall be subject to the provisions of Article 21(3) and Article 33 of the Regulation and the measures taken for their implementation.

## **Article 11**

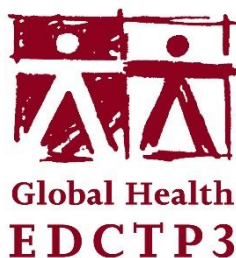
### ***Amendment of the Rules of Procedure***

1. At the request of the SC Chairperson or the Executive Director of Global Health EDCTP3 Joint Undertaking, the SC may amend these Rules of Procedure following approval by decision of the SC.
2. Amendments to the Rules of Procedure shall be approved by at least two thirds of all members and shall enter into force on the day of their adoption by the SC.



**Article 12**  
***Entry into force***

1. These Rules of Procedure shall come into force upon the adoption by the Scientific Committee.
2. The Rules of Procedure may not contradict the Regulation or any relevant decision of the Governing Board.



**ANNEX I – DECLARATION OF CONFIDENTIALITY AND DECLARATION  
CONCERNING ABSENCE OF CONFLICT OF INTEREST FOR THE GLOBAL  
HEALTH EDCTP3 JOINT UNDERTAKING SCIENTIFIC COMMITTEE MEMBERS**

The undersigned..... [Name],

..... [Function or Title].

Accepts to participate as a Member of the Global Health EDCTP3 Joint Undertaking Scientific Committee and hereby, undertakes during and after the course of his/her mandate:

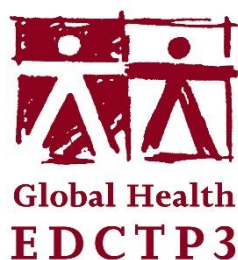
1. To commit him/herself to strict confidentiality with regards to any and all oral or written information pertaining to the work of the Scientific Committee;
2. To declare promptly any conflict of interest that may arise from his/her participation in the Scientific Committee I will therefore not participate in any discussion on the item, and leave the meeting accordingly in case of conflict of interest.

I understand that the obligations of non-disclosure set forth above shall not extend to information, which are or became publicly known or available through no fault of my own.

Made in [            ], in two original copies, on .....

Name .....

Signed .....



## ANNEX II – DECLARATION OF INTERESTS FOR THE GLOBAL HEALTH EDCTP3 JOINT UNDERTAKING SCIENTIFIC COMMITTEE MEMBERS

**Name:**

**Professional Address:**

**Phone:**

**E-mail:**

**Position:**

Do hereby declare on my honour that, to the best of my knowledge, the only direct or indirect interest(s) I have in the global health research sector is/are those listed below:

### **1 Past activities:**

*[posts held over the last 5 years in foundations or similar bodies, educational institutions, companies or other organisations (the nature of the post and the name of those bodies should also be indicated); other membership/affiliation or professional activities held over the last 3 years, including services, liberal professions, consulting activities, and relevant public statements.]*

### **2. Current activities:**

*Posts held in foundations or similar bodies, educational institutions, companies or other organisations (the nature of the post and the name of those bodies should also be indicated); other membership/affiliations or professional activities, including services, liberal profession, consulting activities, and relevant public statements.*

No current activities [..]

Current activities [ ]

### **3. Current Financial Interests**

*Above a certain minimum threshold [value of EUR 10,000], any direct financial interests, (managerial stakes in companies, including ownerships of patents or any other relevant intellectual property rights), or assets (shares and/or securities held in companies) or grants or other funding which might create a conflict of interests in the performance of their duties, with an indication of their number and value, as well as the name of the company/provider of the grant/funding.*

No interest declared [ ]

Interest(s) [ ]

**4. Any other relevant interests.**

No interest declared [ ]

Interest(s) [ ]

**5. Family Member Interest**

*Spouse's/partner's/dependent family members' current activity and financial interests that might entail a risk of conflict of interest.*

No interest declared [ ]

Interest(s) [ ]

If interest(s) declared, spouse's/partner's/dependent family members' name [..]

I confirm the information declared on this form is accurate to the best of my knowledge and I consent to my information being stored electronically by the Global Health EDCTP3 Joint Undertaking.

Made in [ ], in two original copies, on .....

Name .....

Signed .....