

## Terms of Reference

for the African Synchrotron Initiative Committee (ASI), as agreed upon on January 20th, 2022. Last update: May 18<sup>th</sup>, 2022.

**Committee Name :** African Synchrotron Initiative (ASI)

## Scope

The ASI Committee (ASICom) is mandated by the African Academy of sciences (AAS) to coordinate and drive the initiative of paving the road to the establishment of the African Synchrotron Radiation Facility. The committee will be relying on inputs from the community in Africa and on interactions with the international experts in order to create the optimal synergies for establishing a project for an African Synchrotron Radiation Facility.

The ASICom has a two-year mandate and its membership is formed from worldwide physicists and synchrotron facilities experts. The ASICom may appoint Associated Members and Observers.

Beyond the Terms of Reference of ASI, the Statutes of the AAS shall apply where relevant.

## Tasks

The objectives of ASI are to:

- Develop the strategy for African Collaboration in light source science by supporting collaborative ventures between research groups within Africa;
- Promote synchrotron physics and its trans-disciplinary use in applications for societal benefit.

In pursuing these objectives, the Committee shall:

- Provide advice and make strategic recommendations to funding agencies and decision-making bodies on the development, organisation and support of African light source research and of particular projects;
- Define a network of complementary facilities within Africa and encourage optimisation of their usage;
- Provide a forum for the discussion of the provision of future facilities and instrumentation.

On a regular basis, the Committee shall

- Organise a consultation of the community leading to the definition and publication of a Long Range Plan (LRP) of African synchrotron physics;
- Contribute to public education and awareness through dissemination and outreach activities related to light source science, in particular through publication of a journal, topical reports and via online media.

## Membership

To trigger the project, the first ASICom was made up of prominent scientists from within and outside Africa. They have been appointed by the AAS and a chair was nominated. An administrative assistant from the AAS team is attached. The ASICom lists:

- Faiçal Azaiez IThemba Labs, South Africa
- Mary Bishai Brookhaven National Laboratory, USA
- Rolf Heuer CERN, Switzerland
- Gihan Kamel SESAME, Jordan
- Shaaban Khalil (Chair) Zewail City of Science and Technology, Egypt
- Malik Maaza IThemba Labs, South Africa
- Fairouz Malek CNRS, France
- Edward Mitchell ESRF, France
- Rita Musyimi (Assistant) Administrator, AAS ED's Office,
- Catherine Ngila AAS ExCom, Kenya
- Ioannis Papaphilippou CERN, Switzerland
- Emmanuel Tsesmelis CERN, Switzerland

## Associated Members

The Committee may invite external experts and research organisations members to become Associated Members of the Committee. The Associated Members will participate in the work of the Committee without voting right.

## Observers

The Committee may invite external experts and research organisations members to become an Observer at the Committee meetings. The Observers have no voting rights.

## Modus Operandi

The Committee shall coordinate its work through plenary meetings on a regular basis, at least once a month at which all business items shall be decided.

The Committee Chairperson shall be elected from among the Representatives of the Committee Members for a 2-year term, renewable once. The Chairperson may nominate a Deputy Chairperson to assist in the execution of the Chairperson's duties for the duration of his/her term. The Committee should approve the nomination of the Deputy Chairperson.

The Committee may appoint a Scientific Secretary and may set up a charter for his/her activities. If appointed, the Chairperson, Deputy Chairperson, Scientific Secretary and the Treasurer form a Management Group, which should meet regularly in order to efficiently organise and perform actions to support the work of the Committee.

Should any matters to be decided by the Committee require a vote (outside of the modus operandi for election of the Chairperson), a minimum of two-thirds of the voting representatives must be present, with any actions being carried by simple majority.

## Topics and Task-Forces

Below is a preliminary list of topics. Other topics and priorities may be added at any time:

- Continuous lobbying with the AU and updating them on milestones achieved by the ASI;
- Preparation of documentation to invite countries that wish to host the Synchrotron;
- Creation of flagship projects and awareness of a support for the African Synchrotron;
- Inclusion of emerging early career scientists in Synchrotron training;
- Reaching out to organisations (ICTP, SESAME, ...) and entering with an MoU;
- Consideration for good projects that can attract funding opportunities;
- Work for a Concept/Technical Design Report (TDR) and a Long Range Planning (LRP)
- Etc.

## Meeting arrangements

- Quorum shall be at least 50% of the committee members.
- If both chairperson and deputy are absent, the quorum shall elect a chair.
- Voting shall be simple majority but where there is a tie, the chairperson will have a second or casting vote.
- Keep an accurate record of all meetings through keeping minutes of all meetings.

## Reporting & Deliverables

- The ASICom will report to the AAS's General Council.
- Every six months, ASI will produce progress and summary reports.
- ASI task forces will also prepare for TDR and LRP.
- The final ASI report will be the project's desired roadmap, which will be submitted to the AAS.
- Periodically – optimally every five years - a full external and independent review of the work of the committee will be carried out.

AAS is responsible for overseeing the review process on behalf of the committee.

## Resources and budget

- The AAS will contribute to the ASICom expenses in part.
- The ASICom shall agree on an annual budget plan.
- The ASICom should seek outside funding to cover some of the activities.
- The budget shall be presented to, and approved by, the ASICom on a regular basis, at least once a year.
- The financial commitments for the work of the committee shall be made by AAS.
- Based on the budget agreed by the committee, the AAS will act as financial clearing house