

## REGULATIONS OF THE HELSINKI INSTITUTE OF PHYSICS (HIP)

These regulations were approved by Aalto University on 27 November 2019, the University of Jyväskylä on 4 December 2019, the University of Helsinki on 11 December 2019, Tampere University on 12 December 2019 and the Lappeenranta–Lahti University of Technology LUT on 8 January 2020.

### Section 1 Application of the regulations

These regulations apply to the Helsinki Institute of Physics (HIP), which is a joint unit of the University of Helsinki, Aalto University, the Lappeenranta–Lahti University of Technology LUT and Tampere University, as referred to in section 27 of the Universities Act.

### Section 2 Duties

The duties of the Helsinki Institute of Physics are to undertake and promote basic and applied research in physics as well as applied technological development related to particle accelerator centres, and to contribute to the provision of doctoral education in physics. The Helsinki Institute of Physics coordinates Finnish cooperation with the European Organization for Nuclear Research (CERN) and the European Facility for Antiproton and Ion Research (FAIR) and participates in other international research cooperation. The Helsinki Institute of Physics is also involved in joint university projects in particle physics.

### Section 3 Organisation

The Helsinki Institute of Physics operates under the auspices of the University of Helsinki. The HIP staff are employed by the University of Helsinki, which also handles the HIP administration. The HIP administration complies with the University's human resources policy and the provisions and instructions issued by the University concerning administration as well as financial management, planning and monitoring.

### Section 4 Associate members

The Helsinki Institute of Physics may have fixed-term associate members, including universities, universities of applied sciences, research institutes and other public or private corporations and foundations if the associate membership supports the duties referred to in section 2 and if all member universities accept the associate membership. The decision on associate membership is made by an agreement between the member universities and the associate member.

### Section 5 The Board

The Board of the Helsinki Institute of Physics has ten members and deputy members. The Board's term of office is four years.

The University of Helsinki names three Board members, the University of Jyväskylä and Aalto University each name two Board members, and the Lappeenranta–Lahti University of Technology and Tampere University each name one Board member. In addition, the staff of the Helsinki Institute of Physics select one Board member from among themselves. The Board selects a chair and a deputy chair from among its members.

Associate members have the right to name one Board member and his and her deputy for the duration of the associate membership.

## Section 6 Duties of the Board

The duties of the Board are as follows:

- 1) To guide and oversee HIP operations and finances
- 2) To approve plans for HIP operations, finances and staff
- 3) To decide on the division of HIP operations into programmes and approve new research and development projects
- 4) To decide on the allocation to research programmes of the funding granted to the HIP
- 5) To approve the HIP's annual report
- 6) To name a deputy director for the Board's term of office
- 7) To decide on rules of procedure
- 8) To discuss and resolve matters referred to the Board by the director due to their far-reaching nature or fundamental significance

## Section 7 The director

The Helsinki Institute of Physics has a director appointed by the rector of the University of Helsinki at the Board's proposal.

The director's qualification requirements include a doctoral degree, expertise in the field of the position and the leadership experience necessary for the position.

The duties of the director are as follows:

- 1) To direct, develop and oversee HIP operations and finances; the director has overall responsibility for the completion of the HIP's duties as well as for its HR matters, finances and assets.
- 2) To prepare and present matters discussed by the Board and to see to the implementation of decisions
- 3) To decide on matters not decided by the Board or not assigned for decision to another party in the rules of procedure; the director can delegate matters for which he or she is responsible to the deputy director to decide on and be responsible for.

The director can refer matters of far-reaching nature or fundamental significance to the Board for discussion and decision.

## Section 8 The Scientific Advisory Board

The term of office of the Scientific Advisory Board of the Helsinki Institute of Physics is four years. The Scientific Advisory Board has 6–10 members who are international experts distinguished in the areas of the HIP's basic research and technology activities. At least half the members must be non-Finns. The members are appointed by the Board. The Scientific Advisory Board assesses HIP operations and subsequently issues any related recommendations to the Board.

## Section 9 Entry into force

These regulations will enter into force once the universities mentioned in section 1 have approved them and will supersede the regulations of the Helsinki Institute of Physics that entered into force on 4 October 2010.