

Myrovlytis Trust, Conflict of Interest Policy

London, June 2011

1. The Myrovlytis Trust (MT) is sensitive to conflicts of interest and requires fair standards of evaluation for each application and appropriate conduct of all acting on behalf of the MT.
2. All evaluation is performed by scientifically-trained professionals with no known conflicts of interest with the applications under consideration.
3. Trustees of the MT have no involvement in the evaluation of applications.
4. Guidelines for exclusion of a reviewer, whether internal or external. The reviewer will not be privy to the evaluation of an application if he/she:
 - 4.1 is an applicant or co-applicant, including supervisor or collaborator;
 - 4.2 is a relation of the applicant, or any co-applicants;
 - 4.3 has collaborated with the applicant within the last two years;
 - 4.4 may be perceived as in direct competition with the applicant or has a close relationship to a competitor;
 - 4.5 is or has been a business partner of the applicant;
 - 4.6 is or has been a reviewer of the same application for another funding body;
 - 4.7 is a member or employee of the same institution as the applicant;
 - 4.8 is affected by any other potential situation which may give rise to partiality.
5. Determination of conflict of interest.
 - 5.1 Initial determination is performed by MT staff.
 - 5.2 Scientific Advisory Board (SAB) members and external reviewers must declare any conflict of interest as soon as apparent.
 - 5.3 A register of interests will be kept up to date by the MT.
6. In the event a member of the SAB, whether the Chair or any other member, has submitted an application for funding consideration, evaluation shall proceed according to the following guidelines.
 - 6.1 The SAB member who is an applicant will be excluded from all discussion and evaluation of his/her application, as well as from evaluation of applications submitted up to a month of his/her application.
 - 6.2 Additionally, in the event the applicant is the Chair of the SAB, an appropriate SAB member will be appointed as interim Chair for the suitable duration.
7. Confidentiality and responsible use of application documents.
 - 7.1 All application documents are confidential and will only be viewed by suitable reviewers and MT staff.
 - 7.2 Confidential documents will be disposed of securely.
 - 7.3 Confidential information is not to be used for any personal benefit.