

Terms of Reference for IMEO Scientific Oversight Committee

The IMEO Scientific Oversight Committee provides oversight of the scientific functions of the IMEO and will consist of leading scientists with deep expertise in fields relevant to the IMEO's mission. The chair will participate in many operational aspects of IMEO in contrast to the advisory and oversight function of the Scientific Oversight Committee. Together, the chair, the Scientific Oversight Committee, and the IMEO staff will be responsible for ensuring that the IMEO is grounded in the best science and produces high-quality policy relevant data.

The Scientific Oversight Committee will consist of leading scientists appointed based on their expertise. New external members shall be appointed by the chair with approval of the IMEO Board.

Responsibilities of the Scientific Oversight Committee

- Ensuring the integrity and credibility of IMEO's workstreams, which must be scientifically rigorous and broadly accepted. The Scientific Oversight Committee shall provide scientific advice on the research strategy and technical approach proposed by the chair.
- The Scientific Oversight Committee will be responsible for oversight of the scientific and technical aspects of IMEO, which include field studies of methane emissions, reports from oil and gas companies on their methane emissions, integration and comparison of multiple streams of methane emissions data. The chair may also occasionally request input from the Scientific Oversight Committee on other technical issues that arise.
- As needed, the Scientific Oversight Committee will review the proposals for new field studies. Ahead of a Scientific Oversight Committee meeting, the chair, supported by IMEO staff, will provide a memo summarizing key points of the proposals for approval as well as the text of the proposals themselves. The chair will present their recommendations to the Committee, and the Secretariat will record decisions and feedback. The Scientific Oversight Committee may raise concerns with the technical approach or request additional information.
- The comments and recommendations of the Scientific Oversight Committee members will be recorded by the secretariat for presentation to the Executive Board for final approval of each study.
- The Scientific Oversight Committee is expected to meet four times a year, or as deemed necessary, and it is anticipated that the work of the committee will be conducted largely by teleconference as scheduled by the Secretariat.
- The chair may request an in-depth review of scientific or technical aspects of individual projects by the Scientific Oversight Committee. This would be considered to be above and beyond the anticipated 5% of time commitment for the work of the members of the Scientific Oversight Committee, and compensation for this work may be approved by the Board. Two routine requests will be review of manuscripts to be published in the peer-reviewed literature by a subset or the whole of the Committee, providing comments and insight to the authors and review specific project plans.
- At the discretion of the chair, technical leads for individual areas may be appointed, such as for field measurements, modelling, or remote sensing.

Conflicts of interest

- Insofar as IMEO will be tasked with providing independent scientific expertise on the topic of methane emissions, ensuring the impartiality nature of the resulting science is critical.
- Members of the Scientific Oversight Committee will be asked to disclose any conflicts of interest or apparent conflicts of interest. Conflicts of interest may include a financial stake in a company that is part of a proposal, a consulting agreement with a company, or having financial incentives that could be related to the funding of a certain institution (such as working in the same university department as a proposer). In the case of a conflict of interest, the Scientific Oversight Committee member will be asked to remove themselves from the discussion of that proposal.
- Apparent conflicts of interest may include a relationship the institution (such as previously working there) or co-authoring a paper with a proposer in the last five years. Such apparent conflicts of interest will be considered by the Secretariat and if deemed a potential threat to the view of the studies as completely independent by IMEO staff and the Scientific Oversight Committee chair, the Scientific Oversight Committee member will be asked to recuse themselves from the discussion of that proposal. Otherwise, the apparent conflict will be noted in the meeting minutes and the Scientific Oversight Committee member will be allowed to participate.

Attendance

- Quorum will be considered to be achieved if over half of the Scientific Oversight Committee members are present at a meeting.
- Attendance at $\frac{3}{4}$ of meetings over the course of a year is required to maintain in good standing as a member of the Scientific Oversight Committee. A member who misses a significant number of meetings may be asked to step down.

Scientific Oversight Committee (SOC)

- Comprised of leading methane scientists
- Guides and oversees the scientific activities of IMEO
- Oversees estimation methods, recommends studies to the IC, and ensures no data gaps
- Oversees development of analytical methods
- The chair guides the evaluation and approval of studies supported by a scientific team

MEMBERS	AFFILIATION
Steve Hamburg (Chair)	Environmental Defense Fund (EDF)
Euan Nisbet	Royal Holloway, University of London
Lena Hoglund Isaksson	International Institute for Applied Systems Analysis
Paul Wennberg	California Institute of Technology
Shamil Maksyutov	National Institute for Environmental Studies, Japan
Andrea Hinwood	UNEP Chief Scientist