

Resource Review Procedure

EGO/Virgo Governance Implementation Committee

Annual Resource Review Procedure

Current draft : Annex 3 of the MoA

<https://box.in2p3.fr/s/tsexoD686fKkoCA>

Purpose:

define the framework in which the Resources of VirgoLab are received, allocated and monitored.

Rule 1: Resource Coordinator

Resource Coordinator:

- prepares all the bookkeeping and planning documents.
- ensures that the Resource Review Procedure is followed, with the support of the EGO Council, the EGO Director and the VirgoLab Executive Board.
- preferable if the Resource Coordinator is part of EGOs administrative staff or supported by a dedicated person among EGOs administrative staff.
- members of VirgoLab engage to provide the relevant information to the Resource Coordinator upon request.
- nominated by EGO Council for a fixed mandate, which can be renewed.

Resource Review: July Council Session

1. Presentation of the executed resource plan of the year $n-1$ for approval:
 - contributions from the EGO budget allocated to VirgoLab and their executed spending
 - comparison of the resources pledged and provided by the Member Labs
 - assessment of the pledged deliverables and in-kind contributions transferred to VirgoLab.
2. Presentation of the execution of the budget of the year n :
 - contributions from the EGO budget allocated to VirgoLab and the current spending
 - resources pledged by the Member Labs
 - deliverables and in-kind contributions to be received by VirgoLab
3. Presentation of the prevision of the resources needed for the year $n+1$
 - resources required for the functioning of VirgoLab;
 - part of the contributions from the EGO budget to be received by VirgoLab in the year $n+1$ and their planned spending;
 - foreseen resources pledged by the Member Labs;
 - deliverables and in-kind contributions foreseen to be received by VirgoLab;
 - matching of the required resources with the foreseen resources;
 - plans to mitigate any missing resources;

These presentations are also given to the AFC, STAC and the Board of Pls.

Resource Review: December Council Session

1. Presentation of the executed budget of the year n with possible updates for information
 - contributions from the EGO budget allocated to VirgoLab and the current spending;
 - resources pledged by the Member Labs and the resources currently received,
 - deliverables and in-kind contributions planned and currently received
2. Presentation of the prevision of the resources for the year n+1 for approval
 - resources required for the functioning of VirgoLab;
 - contributions from the EGO budget and the Common Fund to be received by VirgoLab and their planned spending;
 - resources pledged by the Member Labs;
 - deliverables and in-kind contributions to be received by VirgoLab;
 - matching of the required resources with the foreseen resources;
 - plans to mitigate any missing resources;
3. Presentation of the budgetary strategy for the upcoming three years for information.

These presentations are also given to the AFC, STAC and the Board of Pls.

Document Resource Pledges

Current draft : Annex 4 of the MoA

<https://box.in2p3.fr/s/tsexoD686fKkoCA>

→ Document summarizing the resources pledged for EGO and each MemberLab

1. Monetary Pledges

2. Personnel

3. Equipment/Subsystems

- Virgo Lab wide resource database
- Pledge documents signed by the EGO director, the Oversight Organisation and the PI.
- Pledge documents are collected by the country's national coordinator

Shortfall:

- Resource Coordinator should be informed
- mitigation strategies should be elaborated by the EB upon proposal of the relevant project.
- Depending on the reasons, non-compliance with the Resources pledged may result in sanctions including voting rights or authorship of the concerned group or individuals.

Resource Loading

- Final authority with the EGO director.
- Executive Board is responsible for establishing the resource planning of VirgoLab.
- Executive Board initiates and leads the discussions with the Oversight Organisations, the National Liaisons and the Member Lab PIs to establish the resource planning.
- Resource Coordinator is involved in these discussions and duly informed on all relevant aspects concerning the resource allocation and execution.

Additional Council, AFC and STAC Sessions

If considered necessary, the EGO Director may request an additional Session of the Council, the AFC and the STAC, in particular upon proposal of the Resource Coordinator.

Next steps

- Draft needs reading and revision
- Appointment of the Resource Coordinators
- Strat preparation of 2026 documents:
 - 1st input Lol → to be refined
- Status presentation at the July Council.