

Regulations for the Swiss Gravitational Wave coordination Group (SGWG)

Article 1: Principles and Purpose

1. A working group of the Platform for Mathematics, Astronomy, and Physics (MAP) exists under the name "Swiss Gravitational Wave coordination Group," hereafter SGWG.
2. The purpose of this Group is to:
 - (a) Coordinate the activities of the Swiss gravitational-wave science community, uniting interested parties in CHAPS¹, CHIPP², and beyond;
 - (b) Act as an advisory body to the legal entities representing these communities, namely CHIPP and the SCFA³;
 - (c) Upon request, act as an advisory body to the SCNAT Platform MAP⁴.
3. The SGWG forms a bridge between the existing entities of CHAPS, CHIPP, and the SCFA. The SGWG supplements them by focusing on cross-community coordination in pursuit of a shared vision for Swiss participation in gravitational-wave projects.

Article 2: Goals and Tasks

1. The SGWG coordinates the interests of the Swiss gravitational-wave community in the preparation and implementation of projects within the framework of international collaborations, including supporting projects with their proposals to and/or implementation within the Swiss Roadmap for Research Infrastructures and/or the Swiss Space Office, as appropriate.
2. The SGWG coordinates and supports research relating to gravitational-wave science between the astronomy and particle physics communities, represented by CHAPS and CHIPP respectively.
3. The SGWG acts as an advisory body to CHIPP and the SCFA on topics related to gravitational-wave science. On request, the SGWG can also act as an advisory body to the SCNAT Platform MAP.
4. The SGWG facilitates connections between the gravitational-wave science community and technological stakeholders in Switzerland.
5. The SGWG organises and/or supports the organisation of the gravitational-wave science session at the Annual Meeting of the Swiss Physical Society, or the Joint Annual Meeting of the Austrian and Swiss Physical Societies, as appropriate. The SGWG may engage in the organisation and/or support of other events in Switzerland if they include a focus on gravitational-wave science, are of relevance to the Swiss community, and are formally organised by a legal entity.

Article 3: Composition

1. The SGWG is composed of two Coordinators, a Board, and a list of *ex-officio* members.
2. The Coordinators are appointed by CHIPP and by the SCFA, with one Coordinator selected by each entity. The SGWG may make suggestions for candidate Coordinators, but the ultimate responsibility to define the appointments and their duration rests with CHIPP and the SCFA.
3. The SGWG Board consists of:

¹College of Helvetic Astronomy ProfessorS (CHAPS)

²Swiss Institute of Particle Physics (CHIPP)

³Swiss Commission For Astronomy (SCFA)

⁴Swiss Academy of Sciences, Platform for Mathematics, Astronomy, and Physics (SCNAT Platform MAP)

- (a) All Swiss professors who are active in gravitational-wave science and who are either members of CHAPS and/or CHIPP, or who have directly written to the Coordinators motivating their inclusion;
 - (b) One senior representative per activity area per institute for institutions where professorships are not typically held (CSEM, PSI, etc);
 - (c) The Scientific Coordinators of gravitational-wave projects in, or being proposed to, the Swiss Roadmap for Research Infrastructures and/or the Swiss Space Office;
 - (d) The SGWG Coordinators are also included in the list of Board members, in case they would not already have been included as such.
4. The *ex-officio* members consist of:
- (a) The CHIPP Chair and SCFA President;
 - (b) The Head of the SCNAT Platform MAP.
5. In any given meeting, additional participant(s) may be considered for inclusion if the Coordinators deem their presence to be beneficial to the discussion of the topic(s) at hand. Additional participants can be considered through any of the following mechanisms:
- (a) Following the announcement of a SGWG meeting, all Board and *ex-officio* members may make suggestions for additional participants to the Coordinators. Such proposals must be received at least seven days in advance of the planned meeting, or within 24 hours of the meeting announcement in case the meeting announcement occurs less than eight days before the event. The Coordinator(s) must review each proposal: a single Coordinator can approve a request, while both Coordinators must agree if the request is to be declined.
 - (b) In case of additional participant proposals beyond the timelines defined above, the Coordinators may exceptionally consider requests. In such cases, a single Coordinator can decline a request, while both Coordinators must agree to approve a request.
 - (c) The Coordinators may jointly agree among themselves to invite additional participants directly.

Article 4: Organisation

1. The SGWG Board meets as often as needed, with a minimum of one meeting per year. Meetings can be called either by the Coordinator(s), following the request of at least one *ex-officio* member, or when requested by at least three Board members.
2. In the event of an absence, Board members may delegate their participation to a senior member (Oberassistent / Maître Assistant level or higher) from their group. Absent *ex-officio* members may delegate their participation to a Vice President or equivalent from their entity.
3. As an advisory body, all SGWG meetings aim to obtain consensus on the best path forward. In case consensus cannot be obtained, the Coordinators shall organise and conduct a secret vote restricted to the Board members (or their delegates) present. The summary shall then be presented, including majority and minority positions among those present, as well as listing the fraction of eligible Board members who participated in the vote.
4. All meetings shall include the possibility for remote participation. Meetings with an option for in-person participation are encouraged, especially when significant discussion is expected, but are not required.
5. Minutes shall be kept of all SGWG meetings. In case slides are presented, and those slides are stored in a manner accessible to the corresponding members, the minutes may cover only the discussions beyond what was presented in the slides.
6. The Coordinators are the primary contact people for the SGWG. In case they are contacted for matters related to the SGWG, it is their responsibility to forward such messages as appropriate in a timely manner.

Article 5: Financing and Compensation

1. The SGWG is not a legal entity, and is not able to hold any finances in its own right.
2. The SGWG accepts contributions from third-parties covering and/or offsetting travel, venue costs, and/or expenses related to SGWG meetings with in-person components, but cannot hold or transfer any funds on the behalf of others.

Article 6: Entry Into Force

1. These regulations enter into force on 1 March 2026, following endorsements by CHIPP, the SCFA, and the SCNAT Platform MAP.
2. The SGWG exists primarily to coordinate across the endorsing entities. It may therefore be formally dissolved by any of the endorsing entities if the SGWG is no longer of relevance to the community.

These regulations were approved by CHIPP on 11 February 2026, the SCFA on 27 October 2025, and the SCNAT Platform MAP on 4 December 2025.