

OESI Policy Statement on IAB Conflict of Interest (COI) Clarifications

The Ocean Energy Safety Institute (OESI) takes Conflict of Interest (COI) seriously. The overall OESI Conflict of Interest Process is outlined in the Consortium Operations Document (COD) that can be found at: <https://oesi.tamu.edu/about-us/governance-structure/>

Industry Advisory Board (IAB) Members have particular access to information and the ability to advise the OESI on aspects that could affect the Request for Proposals (RFP) cycle outcomes. For this reason, this policy statement clearly defines ways IAB members can engage other parties and generate a perceived or actual COI. Overall, the guidance is that IAB may engage with other parties to promote overall participation in the OESI RFP, provided such engagement does not create an unfair advantage for any particular project team. The following clarifications are offered to help define what engagement is appropriate and not appropriate.

The following situations are appropriate for IAB members:

- A. IAB members may encourage organizations to read the RFP and submit a proposal.
- B. IAB members may advise prospective project teams on categories of organizations that may provide the team expertise mentioned in the RFP. (Providing interpretation of RFP language)
- C. IAB members may alert other organizations to the RFP, including specific pathways for which they may be interested in submitting a proposal.
- D. IAB members may review RFP pathways in which their organization is part of a project team (paid or in-kind) if they have not played a role in the RFP submission in any way and do not have a direct supervisory or reporting relationship to those involved in the RFP submission.
- E. IAB members may advise other organizations on the requirements for submitting or being awarded an OESI project. (For Example, 1. Lead-awarded organizations must be or become OESI consortium members before the award. Non-lead proposal organizations do not need to be OESI consortium members.)
- F. IAB members may advise co-workers of the OESI RFP and encourage them to speak to colleagues and contacts about submitting a proposal.
- G. IAB members may review pathways in which a competitor has submitted a proposal, and the award of such a proposal would not have any measurable impact on the reviewer's organization.

The following situations are not appropriate for IAB members:

1. IAB members may not contribute to, proofread, comment on, or write sections of an RFP proposal.
2. IAB members may not suggest specific organizations that should be part of a potential proposal team.
3. IAB members may not review RFP pathways in which their organization is part of a project team (paid or in-kind) where they have played a role in the RFP submission or have a direct supervisory or reporting relationship with those involved in the RFP submission.
4. IAB members may not instruct co-workers to form specific project teams and provide proposals in particular pathways.
5. IAB members may not review pathways in which a competitor has submitted a proposal, and awarding such a proposal could negatively impact the reviewer's organization.