

## Role of the association

The SOLEIL Synchrotron Users Organization (S2UO) is an entity that promotes and organizes interactions between users and the SOLEIL management.

Thanks to its independence from the SOLEIL management and tutelary institutions, the association:

- Acts to represent the needs and requests of the community to the SOLEIL management regarding the operation of the synchrotron: operational conditions, the functioning of the program committees, user support, and any other concerns specific to users.
- Serves as a mediator between users and the beamline scientists, as well as between users and the scientific sections.
- Assists users, when possible, with any concerns or difficulties they may encounter during their interactions with the SOLEIL environment.
- Contributes to the scientific activities at SOLEIL by organizing training sessions, conferences, etc.
- Provides users with essential information on the process of submitting and selecting scientific projects, as well as the functioning of SOLEIL's program committees. The Users' Association also communicates to SOLEIL management any issues users encounter during the submission/selection process and can propose solutions in consultation with the users.
- Acts as a legitimate mediator with the tutelary institutions, on which the SOLEIL management may rely if necessary.

To ensure the legitimacy of this association, the SOLEIL management commits to actively using this entity as a privileged mediator with users.

## Membership in the Association

The SOLEIL Users' Association does not have members in the strict sense, but rather is a representative committee composed of active members and an electoral body, which is constituted every two years during elections.

Anyone involved in scientific research using SOLEIL can contact the association when needed, even without being part of the electoral body.

## Elections

Elections are held every two years to renew half of the members from each community, ensuring continuity. If members wish to leave the committee before the end of their term, their position will be included in the next election, but their term will only last two years to maintain the principle of staggered renewals. Elections are open once both candidacies for the representative committee are announced and the electoral body is constituted, in accordance with the announced electoral calendar.

## Electoral Body

Before elections, anyone with an active SOLEIL user account receives an invitation to register on the electoral lists. Each person registering on the electoral list becomes part of the association's electoral body and identifies the scientific community they belong to. These scientific communities correspond to the SOLEIL program committees.

## Representative Committee

The representative committee of the SOLEIL Users' Association is elected. This committee consists of 12 members.

Each scientific community has two elected representatives serving four-year terms. A representative cannot serve more than two consecutive terms.

The committee encourages and gathers candidacies for the elections. The list of candidates should reflect, as much as possible, the thematic and geographical diversity of users, as well as their institutional affiliations.

Anyone involved in scientific research using SOLEIL can also spontaneously run for the position of representing their community on the association's representative committee.

## Functioning of the Representative Committee

During its first meeting after the elections, the committee appoints its officers, consisting of the president, vice-president, and secretary.

The president and vice-president serve two-year terms, renewable once.

After their term, the president assumes an advisory role for two years as outgoing president to ensure continuity with the new office.

The committee must meet at least three times a year. It makes its schedule, meeting agendas, and minutes available to association members.

The Users' Meeting, organized logistically by the SOLEIL management and scientifically in consultation with the SOLEIL management, constitutes the general assembly of the association. At this meeting, the committee must present a report on its activities.

The committee, represented by its president, is responsible for the content of the page dedicated to the association on the SOLEIL website.

Each member of the committee has a "label" corresponding to the scientific community to which they belong. They act to ensure a close connection between the committee and the community they represent. It is their responsibility to bring forth concrete proposals in response to the issues faced by their community. To this end, links with the line managers and heads of scientific sections will be established.