

MWG (Module Working Group) Composition Rules for ESO Guidelines and White Papers

- The MWG senior members include usually ≤10 experts (not counting MWG junior members and ESO methodologists) who will be allowed to vote in Expert Consensus Statements and to grade the outcomes. Exceptions can occur after approval of the GB and EC.
- No more than 2 people from the same institution are allowed to be part of the MWG (including junior members). Exceptions can occur after approval of the GB and EC.
- It is important to have diversity according to gender and country.
- No more than 3 MWG senior members from the same country (counting the chairs and MWG senior members from different institutions but not counting the junior members and ESO methodologists) should be included. Exceptions can occur after approval of the GB and EC.
- MWG chairs from the same country are not allowed.
- In joint guidelines with other societies the MWG senior members may be increased up to 20 experts.

ESO SOP for the preparation and publishing of guidelines:

- MWG members will be approved by the GB and the EC based on the following criteria: scientific integrity, publication record, clinical expertise, professionalism, self-motivation, availability, and conflicts of interest.
- The MWG is expected to be as representative as possible without any barriers on gender, age, nationality, scientific background, and specialization.
- Each MWG needs to include at least two members with experience from work in another MWG in order to provide their experience with ESO guideline development process.