

TERMS OF REFERENCE FOR THE SOUTHWESTERN ONTARIO ISOTOPE COALITION

The Southwestern Ontario Isotope Coalition (SOIC) is a collaborative initiative among municipal entities and organizations in the region to promote research, development, and isotope production. These Terms of Reference (ToR) outline the structure, phases, and responsibilities of the coalition.

Establishment and Planning

- a. **Co-Chairs:** SOIC Co-Chairs include representatives from founding organizations to include City of Owen Sound, NII and CNIC.
- b. **Formation of Working Group:** The Working Group will include staff representatives of the founding organizations, including City of Owen Sound, NII and CNIC. This group will be responsible to attract partners to the Coalition and to advance a strategic workplan including plan events, execute action items, which will be informed by the Steering Committee.
- c. **Formation of Steering Committee:** The Steering Committee will consist of representatives from each regional collaborative partner, signed on with the SOIC. They will oversee the Coalition's activities and have input into planning and actioning strategic initiatives.
- d. **Initial Meeting:** The Steering Committee and Working Group will convene an initial meeting to discuss the Coalition's objectives, path forward, governance structure, and division of responsibilities.

Implementation and Collaboration

SOIC Regional Collaborative Partners will:

- a. **Knowledge Sharing and Research:** actively participate in knowledge-sharing activities, research collaborations, and joint projects identified in the work plan.
- b. **Resource Sharing:** sharing of facilities, equipment, and expertise among partners maximize efficiency and collaboration.
- c. **Economic Development and Collaboration:** explore opportunities for economic growth, job creation, and technology transfer through partnerships between public and private sectors, with a focus on isotope-related industries.
- d. **Public Engagement:** engage stakeholders, raise public awareness, and disseminate information about the benefits associated with isotopes.

Monitoring, Evaluation, and Reporting

SOIC Working Group will:

- a. **Progress Monitoring:** will regularly monitor the progress of the coalition's activities, review outcomes, and address any challenges or issues that may arise.
- b. **Evaluation:** will conduct periodic evaluations to assess the effectiveness and impact of its initiatives, identifying areas for improvement and making necessary adjustments.

- c. **Reporting:** will prepare regular reports on its activities, including research findings, project outcomes, collaborations, and economic impacts, to be shared with SOIC partners and relevant stakeholders.

Governance:

- a. **Working Group:** The Working Group will be responsible for overseeing the Coalition's activities, decision-making, and coordination among the partners. This group will meet regularly to review progress, provide guidance, make strategic decisions, and has the capacity to invite partners to join the Working Group.
- b. **Chairmanship:** The chairmanship of the Steering Committee will rotate among the Co-Chairs on an agreed-upon basis, ensuring equitable participation and leadership.
- c. **Decision-Making:** The Working Group will be informed by the Steering Committee and will strive to make decisions through consensus. If consensus can not be reached, a voting mechanism will be used.

How to be involved:

1. Regional Collaborative Partners:

- **Municipal Entities:** All participating municipal entities within the Southwestern Ontario region can be designated as partners.
- **First Nations and Indigenous Communities:** Recognizing the significance of Indigenous knowledge and stewardship, First Nations, and Indigenous communities with an interest in isotope research, production, or applications.
- **Research Institutions:** Universities, colleges, and research institutes actively involved in isotope-related research, development, and education.
- **Industry Partners:** Companies and organizations involved in isotope-related industries, such as nuclear medicine, nuclear energy, radiopharmaceuticals, and environmental monitoring.
- **Non-Profit Organizations:** Non-profit organizations focusing on scientific research, environmental conservation, or healthcare advocacy.

2. Observers:

- **Government Agencies:** Relevant government agencies, regulatory bodies, or departments responsible for nuclear safety, health, or environmental protection can participate as observers, providing guidance, insights, and regulatory support.
- **Community Stakeholders:** Local community organizations, patient advocacy groups, and other stakeholders including individuals with an interest in the applications or impacts of isotopes can join as observers, contributing community perspectives and fostering dialogue.

Amendments:

Any amendments or modifications to these Terms of Reference shall be made in writing and require the mutual agreement of all Parties. Such amendments shall be considered integral parts of these Terms of Reference.