

# **Proposal Confidentiality Policy**

## **Release of Integrated Ocean Drilling Program (IODP) Proposal Information**

The Integrated Ocean Drilling Program Management International (IODP-MI) Sapporo Office is responsible for all matters related to IODP proposal handling, including confidentiality and release to the public.

Proposals are confidential documents throughout the nurturing, evaluation, ranking, and scheduling processes in the IODP Science Advisory Structure (SAS), with their distribution limited to the relevant SAS committees, panels, and detailed planning groups (DPGs); implementing organizations (IOs); IODP funding agencies; IODP-MI project scoping or management groups; and external reviewers designated by the IODP-MI. However, such proposals may be released to the public or any designated subset thereof with the consent of the lead proponent during the nurturing, evaluation, ranking, and scheduling processes.

A proposal or portion thereof that is included in the IODP Annual Program Plan will be available to the public on request, except for privileged information or material that is personal, proprietary, or otherwise exempt from disclosure under law. Appropriate labeling in the proposal aids identification of what may be specifically exempt. Such information will be withheld from public disclosure to the extent permitted by law. Without assuming any liability for inadvertent disclosure, the IODP-MI will seek to limit disclosure of such information to its employees and to outside reviewers when necessary for merit review of the proposal, or as otherwise authorized by law.

A proposal that does not result in drilling by the IODP will be retained by the IODP-MI Sapporo Office for the lifetime of the IODP but will be released to the public only with the consent of the proponents or to the extent required by law.