Open Access to Research Infrastructure Policy

ERATOSTHENES Centre of Excellence

EXCELLENCE RESEARCH CENTRE FOR EARTH SURVEILLANCE &

SPACE-BASED MONITORING OF THE ENVIRONMENT

ERATOSTHENES Centre of Excellence

Open Access to Research Infrastructure Policy

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1. Introduction

ERATOSTHENES Centre of Excellence introduces this Policy, namely "Open Access to Research Infrastructure" to allow broader research community to use its Research Infrastructure(s), as herein below defined. Research Infrastructure is at the core of the knowledge triangle of research, education and innovation and therefore plays a vital role in the advancement of knowledge and technology and their exploitation[1]. It is well established that open access can lead not only to innovative scientific results but also to more collaborative research activities[2]. This Policy aims to facilitate the procedure of accessing the Centre's Research Infrastructure and to regulate the relations between the Centre and the User. Therefore, the present Policy defines a set of standards, procedures, and good practices. The application scope of this Policy extends to the Centre's Research Infrastructure which have been acquired and/or developed either via funding provided through the State's budget or via externally funded research programs.

2. Definitions

Application: means a request submitted by a potential User for accessing the Centre's Research Infrastructure.

Access: means a legitimate and authorised admission to interactions and use of Research Infrastructure provided by the Centre to Users. Access can be physical, remote, or virtual. Access to Research Infrastructure may be provided free of charge or may incur a fee depending on the type of Research Infrastructure which will be accessed.

Research Infrastructure: means facilities, resources and related services that are used by the scientific community to conduct research in their respective fields and covers major scientific equipment or sets of instruments; knowledge-based resources such as collections, archives, or structures for scientific information; Technology-based infrastructures such as computing and software; any other entity of a unique nature essential to achieve excellence in research.

Research Purposes: means the engagement in the conception or creation of new knowledge, products, processes, methods, and systems, and also in the management of projects.

Centre: ERATOSTHENES Centre of Excellence.

User: means any natural or legal person, public authority, academic institution, and such other person who wishes to have access to the Centre's Research Infrastructure for Research Purposes and such access has been granted following a successful Application process.

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[1] European Charter for Access to Research Infrastructures Principles and Guidelines for Access and Related Services, 2016, European Commission.
[2] Principals and Guidelines for creating a Policy for Open Access to Research Infrastructures, 2020, Regional Cooperation Council.

Interpretation: In this Policy, where the context so admits, words importing the singular number include the plural and vice versa.

3. Access to Research Infrastructure

3.1 Inventory

An up-to-date inventory indicating the accessible Research Infrastructure can be found on the Centre's website[3].

3.2 Application

In order to access and use the Research Infrastructure, a potential User shall submit an Application to the Centre. The Application shall include, inter alia, the following information:

- The specific Research Infrastructure that the potential User wishes to access;
- Information as to the purpose and manner of use of the Research Infrastructure;
- Duration of use of the Research Infrastructure; and
- Potential Intellectual Property Rights that could be the result of the use of the Research Infrastructure.

3.3 Assessment of the Application

Once the Application is received by the Centre, the potential User will be contacted by the Centre if further information is needed. The Application will be assessed by the Centre and the potential User will be notified for the outcome of the assessment. For the avoidance of doubt, the granting of Access to Research Infrastructure is at the discretion of the Centre, which may refuse Access or retrieve Access to Research Infrastructure at any time.

3.4 Agreement

If a decision to grant Access is made, the potential User will be provided with an agreement in writing which will include all terms and conditions of use, i.e., fees and costs, operating hours, training, relevant instructions, intellectual property rights, health and safety information, data protection, termination, breach, liability, and other relevant matters (hereinafter the "Agreement"). If the potential User agrees with the terms of the agreement, the agreement shall be signed by both Centre and User.

4. Use of Research Infrastructure

The User shall use the Research Infrastructure in accordance with the terms of the Agreement. Particularly,

a. the Research Infrastructure:
    i.   shall be used in accordance with the relevant instructions provided by the Centre,

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[3] ERATOSTHENES CoE website: https://eratosthenes.org.cy/

ii.   shall not be used in a way which might be damaged or destroyed or in any way compromised nor shall any unauthorised use be made;

b. the User :
   iii.   shall not make any changes to the Research Infrastructure configuration that have not been previously approved by the Centre;
   iv.   shall not make any authorised use of the Research Infrastructure;
   v.   shall not act negligently, recklessly or in bad faith in making use of the Research Infrastructure; in the event where any User has caused any damage to the Research Infrastructure, whether intentionally or unintentionally through any act of negligence or wilful misconduct or otherwise, such User shall be liable to the Centre for any damages, costs of repair and loss of earnings as they arise;

It shall be noted that where a training is needed, a competent individual (i.e., laboratory assistant, engineer, technician) will train the User in order for the latter to be able to use the Research Infrastructure and to work with specific unique laboratory equipment. The Centre is responsible for the Research Infrastructure maintenance.

The Centre shall not be held liable for any injury, damage or loss incurred to the User as a result of the use of the Research Infrastructure nor for any damage caused to any third party as a result of the User's usage of the Research Infrastructure.

Regarding infrastructure and equipment purchased through specific project funds (e.g., Strategic and/or Small-Scale Infrastructures funded by the Research and Innovation Foundation), additional restrictions and terms of use could be applicable, in line with the specific call and programme requirements, taking into account the National Policy of the Republic of Cyprus for Open Science Practices[4], developed by the Deputy Ministry of Research, Innovation and Digital Policy.

4.1 Cost

Access to Research Infrastructure may be provided free of charge or may incur a fee. The fee, if any, for accessing and using Centre's Research Infrastructure is calculated on a case-by-case basis, taking into consideration direct and indirect cost i.e., the duration of the use, costs of equipment maintenance, consumables and other materials required for each type of Research Infrastructure, human resources, training, administration and other costs related to the Research Infrastructure activities.

4.2 Confidentiality

The User is obliged to ensure the confidentiality of any information relating to the Access and use of Research Infrastructure which is declared as confidential information by the Centre.

The Centre has the right to ask the User to enter into a non-disclosure agreement whenever deems necessary.

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[4] National Policy of the Republic of Cyprus for Open Science Practices:
https://library.cut.ac.cy/pdf/national_policy.pdf

4.3 Intellectual Property

All intellectual property produced by a User shall be the intellectual property of the User unless otherwise agreed in writing. Regarding intellectual property produced jointly with the Centre, including any employee or partner of the Centre, then then the intellectual property produced shall be deemed to have been produced jointly and the Centre's internal policies and/or regulations apply and regulate the ownership of that intellectual property.

4.4 Acknowledgement

Users should acknowledge the contribution of the Research Infrastructure in any output (i.e., publication, patent, data, etc.) deriving from research conducted using Research Infrastructure of the Centre. In accordance with good scientific practice, Users are encouraged to offer co-authorship to those working with the Research Infrastructure having made genuine scientific contributions to their work, if applicable.