

Procedures for the Use of Joint Research Equipment and Infrastructures of the Mediterranean Sea Research Center of Israel (MERCi)

1. Objective

- 1.1 The objective of these procedures is to define how to allocate the use of Infrastructural Equipment as defined below, and the pricing principles thereof.

2. Definitions

- 2.1 “Center” – The Mediterranean Sea Research Center of Israel (MERCi)
- 2.2 “Infrastructural equipment” or “equipment” – all substantial equipment items and research infrastructures of the Center that were purchased or upgraded with the funding of the Center, except for equipment purchased within the framework of personal equipment grants.
- 2.3 “Partner institution” – Research institutes (universities and research institutes) and bodies that joined together to establish the Center, including the University of Haifa, the Technion, the Hebrew University, Ben Gurion University, Bar Ilan University, Weizmann Institute of Science, Israel Oceanographic and Limnological Research (IOLR), Geological Survey of Israel, Tel Aviv University and Ruppin Academic Center.
- 2.4 “Other Research Institutions” – Research institutes that are not partner Institutions, including industrial companies engaged or active in research.

3. Equipment Data Base

- 3.1 The center will manage a list of Infrastructural Equipment which will include the following data with respect to each item of Equipment:
 - 3.1.1 Title and description of the equipment.
 - 3.1.2 Identity of the Partner Institution appointed by the Center to purchase or upgrade and oversee operation of the Equipment (the “Responsible Partner Institution”).
 - 3.1.3 Name of the contact person designated by the Responsible Partner Institution responsible for overseeing the operation of the equipment operation and planning allocation according to these procedures. This person will be appointed by the Responsible Partner Institution (the “Contact Person”).
 - 3.1.4 Contact information of the Contact Person: email address and telephone number.
- 3.2 This list will be available for public review through website of the Center and will be regularly updated.

4. Allocation of Equipment for Use

- 4.1 All Partner Institutions and Other Research Institutions will be entitled to use the Infrastructural Equipment, subject to the submission of a request for use, and payment of a usage fees. Usage will be set according to the conditions set forth in this clause and the projected Equipment Usage Plan to be determined according to the terms and conditions set forth herein below.
- 4.2 A “planning period” will be determined for each item of Equipment according to such item's nature and attributes. For the purpose of this procedure the term “**Planning Period**” shall mean the relevant period of time for planning the allocation of use for the relevant Equipment item (day/week/month/year).
- 4.3 A period of time will be determined for each item of equipment prior to the commencement of the “Planning Period”, it will be possible to submit a request for use of the equipment prior to commencement of the applicable Planning Period (the “**Last Date for Submitting Requests**”).
- 4.4 The “Planning Period” and “Last Date for Submitting Requests” for each item of equipment will be published through the website of the Center.
- 4.5 Following the Last Date for Submitting Requests for each item of equipment, the relevant Contact Person will Plan in coordination with the allocation of use of the Equipment, during the relevant Planning Period, to the Partner Institutions in a manner which will provide the optimal response to the needs of the Partner Institutions. Thereafter as a second stage, and on the basis of availability of the Equipment during the relevant Planning Period, the Equipment will be allocated for use of the Other Research Institutions while fulfilling their requests as much as possible (“**Allocation Plan for Use of Equipment**”)
- 4.6 Following the completion of the Allocation Plan for Use of Equipment, for the relevant Planning Period, the Contact Person will inform all applicants if their requests were accepted, and when and under which conditions they granted usage of the Equipment.
- 4.7 Users who received an announcement will be requested to execute an undertaking towards the Responsible Partner Institution that will define how the equipment may be used, and will address related issues (such as insurance, responsibility, guarantees, IP etc). Execution of such an undertaking constitutes a precondition for use of the Equipment.

5. **Charges for Use of Equipment**

5.1 Charges for the use of each item of Equipment are as follows:

5.1.1 Other Research Institutions, as defined above, will pay full usage fees that reflect all costs related to the use of the Equipment. The usage fee will be paid by the user to the Responsible Partner Institutions as defined above.

5.1.2 Users who are Partner Institutions will pay a reduced usage fee. The reduction may be different according to type of Equipment.

5.2 For every item of Equipment, part of the usage fee (in percentages) will be transferred by the Responsible Partner Institution to the Center, inter alia, to upgrade Infrastructural Equipment.