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Definitions

Access	Physically visiting a Research Infrastructure to conduct research/testing Pperiments, or remotely logging-in in the case of a database infrastructure.
Access Agreement	A contractual document that regulates the Access of any User to the Research Infrastructure
Access Provider	The EERA WIND JP partner institution that will provide access to the Research Infrastructure(s)
Background	Information held prior to experiments proposed during the IRPWIND project.
Call:	Each of the open announcements issued by IRPWIND defining the procedure for submission of applications, their evaluation, and selection of Users.
Foreground	Information and results that have been generated under the IRPWIND project.
Research Infrastructure	Facility or resource (or a coherent set of them), together with the related services and expertise, that is used by the scientific community to conduct research and experiments. Each Research Infrastructure is run by an Infrastructure Manager.
Technical Committee	Is composed by the EERA Wind JP Management Board that will approve the selected experiments. The Technical Committee will evaluate the results after each experiment and the whole procedure at the end of the program.
Unit:	The minimum unit of time offered by a Research Infrastructure. Most infrastructures offer units of one week, however others offer units of days, months, quarters or years (in the case of data) – see the individual infrastructure descriptions for further detail.
User:	Means up to 3 researchers within a User Group, including the User Group Leader.

User Group	Means the research team that performs the joint experiments. The User Group is led by a User-Group Leader.
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Executive Summary

This report contains the rules, conditions and eligibility governing the process to select and perform joint experiments under IRPWIND project, funded under the EC FP7 programme. Rules shall stimulate cooperation and alignment of nationally financed activities and be of benefit for at least three institutional participants and the EERA Wind JP members.

This report mainly offers information about how to be eligible for the Joint Experiments call and about the rules on how to run the experiment in a Research Infrastructure by a consortium of several partners. The Joint Experiments is a different model of collaborative work program compares to previous experiences as for example MARINET. This characteristic is making more difficult to have a complete set of rules and conditions that will suit all parties. Thus, few reviews and changes are expected before obtaining a final document.

The joint use of European research facilities shall be carried out in a strategically focused and coordinated way, in which selected nationally operated facilities are employed to run specific high value carefully designed and chosen experiments, to ultimately support coordinated joint research among EERA Wind JP members.

To create this report with the rules and conditions to perform joint experiments, it has been done an analysis of similar existing schemes from other Research Infrastructures networks supported by the European Union [1]. In particular, information was analyzed from MARINET project (Marine Renewables Infrastructure Network for Emerging Energy Technologies) [2], HIDRALAB project [3] and EU-SOLARIS project [4]. This report is mainly based on the document “Summary of Rules & Conditions” from MARINET project funded under the EC FP7 programme.

These rules have been formulated by the IRPWIND project based in being consistent with the EC grant agreement. In case of any conflict, the IRPWIND grant agreement will take precedence.

Ref:

[1] **Energy and Engineering. Networks of Research Infrastructures supported by the European Union**

<https://ec.europa.eu/research/infrastructures/pdf/thematic/KI0414647ENE-energy.pdf#view=fit&pagemode=none>

[2] **Transnational Access. Summary of Rules & Conditions. MARINET.**

http://www.fp7-marinet.eu/public/docs/MARINET_TA_Summary_of_Rules_and_Conditions.pdf

[3] **Transnational Access to HYDRALAB major Research Infrastructures.**

<http://ciemlab.upc.edu/projects/hydralab-1/rules-1>

[4] **Access Rules for EU_SOLARIS. Internal Deliverable 2.6 . May 2015**

Introduction

WP3 of the IRPWind project has the general objective of promoting alignment plus focusing of national research activities through joint experiments carried out in European research facilities and the effective joint use of European research facilities.

The focus and alignment will be gained by means of funding selected strategic joint experiments, including infrastructure use, at chosen national facilities supporting national R&D efforts. The joint experiments will be proposed and perform by a consortium of at least three partners from IRPWind project and EERA Wind JP members.

The promotion will be enhanced through the creation of awareness about existing facilities and their specific characteristics, the application of common and transparent access procedures to perform experiments, with the selection of adequate facilities and offering the required support, both for the host and the guests. Synergy and effectiveness will be gained by increasing networking about data results from the experiments performed and exchange of best practices among all EERA members.

Along the whole project two calls for Joint Experiments Proposals will be made. Best applications will be selected by merits reasons according to the rules and they will be granted for financial support. The first call will aim to select the three best experiments as a pilot action. More experiments will be carried out as budget allows so. Definition of prioritization procedures for selecting the most urgent and relevant experiments in the European context, it will be agreed with IRPWind project partners and contrasted with EERA members.

Creation of the Rules & Conditions for joint experiments shall stimulate cooperation and alignment of nationally financed activities and be of benefit for at least three institutional participants including EERA members. Alignment with the EERA program objectives will be given priority.

1. Eligibility

To be eligible and benefit from joint experiment and access to research infrastructures, a User Group (a team of at least three organizations, led by a User Group leader) must satisfy the following conditions:

- The User Group leader has to be an IRPWind project partner and all other users can work either in an institution (i.e. company of any size, research center, educational body etc.) from EERA JP Wind programme or from IRPWind project.
- The User Group must be entitled to disseminate the Foreground (information and results they have generated under the access project - see Dissemination section below in relation to this)

There is a possibility for users who are not EERA JP Wind partners or from outside the EU (Member States and Associated States), to apply as part of a User Group as far as they have their own funding.

2. Applications

Users' applications for joint experiments will include at least the following current, adequate and detailed information:

- A detailed description of the Joint Experiment proposed including the Research Infrastructures required for the project.
- A detailed description of the Research Infrastructures needed, as well as all other equipments necessary for such experiment and for which the Access is required.
- Description of all the participants (researchers, scientist and/or students) who will be involved in the experiment, including their nationalities, positions, organisations, employers, experience and any other relevant characteristics.
- An estimate of the required time to perform the experiment proposed
- The assistance and services related to the experiment proposed that will be required to the Access Provider in terms of local staff and/or devices
- Full description of any necessary material including samples, specifying whether they shall be provided by the User or by the Access provider
- The proof of compliance with all applicable legal obligations, for example related to HSE, VISA etc., including any local rules
- Proof of any required insurances. This requirement will apply when the facilities where the experiments will be performed, or the equipment to be used, requires specific type of insurance.
- The confirmation to abide the rules and regulations of EERA WIND JP for example related to confidentiality, intellectual property rules, Access rights, dissemination

of results etc.

- Any potential risk(s) related to the Access and the type of experiment proposed

Applications can be submitted when IRPWIND project issues a Call for Joint Experiment proposals. Applications have to be submitted by the proposal coordinator to the WP3 Research Infrastructures contact person in the IRPWind project.

Applicants shall provide additional information during the evaluation process of the application if they are requested to do it.

Template for Application Forms will be provided by the WP3 Research Infrastructures coordinator.

3. Selection Priorities

The process to evaluate and select the joint experiments will consider the following points:

- Scientific merit
- Quality of the project
- Innovation of the project
- Detailed definition of Test Plan
- Competence of the applicants
- Cooperation between several research groups from European states
- Compatibility with EERA Wind SRA
- Support SET-Plan priorities
- Sharing of national infrastructures
- Stimulation of cooperation and alignment of nationally financed activities
- Creating open access dataset of value for the European wind energy research and industrial sector

One of the main priorities is that the proposed experiment should foster cooperation between several research groups from several European states, and contribute to the alignment and support of nationally financed projects. Priority will be given to the joint experiments that will have direct impact in national research activities.

4. Technical Committee (TC)

The TC was created during the kick-off meeting of the IRPWind project in Barcelona. It was agreed that the TC is composed of all EERA Wind JP Management Board members, consisting of all the sub-programme coordinators.

The Technical Committee will approve the selected experiments to be performed with the support of the IRPWIND project.

The TC will revise and approve the process and criteria to select the proposals for joint experiments based on scientific merit, i.e. evidence of a rigorous test plan, quality of the project and competence of the applicants.

The TC will evaluate the results after each experiment and the whole procedure at the end of the program.

5. Legal framework

If Access to the proposed Research Infrastructure requires special conditions, then it will be regulated by a legal framework. To this extent, signature of an *Access Agreement* containing all the legal terms related to the Access is recommended. The *Access Agreement* will define the rights and obligations of all the Parties involved in the joint experiment. The rights and obligations shall not collide with the IRPWind project and EERA Wind JP regulations, specially to those that regulate the background and foreground information for joint experiments.

This *Access Agreement* will cover, at least, intellectual property rights (and industrial property rights whenever applicable), data protection, confidentiality, liability and eventual fees to be paid by IRPWIND and/or the User. In general, the property rights policy adopted by IRPWIND will be applied.

This *Access Agreement* will also delimitate the actions to be undertaken, the resources that will need to be allocated, the length of planned User stays (if any), the period of use and a brief description of the scope of the Access.

In the other hand, if the Research Infrastructure facility chosen for the joint experiment does not require specific rules or obligations to Access, then Users will work under the local rules.

6. Access Agreement

If the Research Infrastructure facility requires an Access Agreement, then it is suggested to include in it at least clauses related to:

- Any Access arrangements, conditions and requirements;
- Duration of the Access to perform the proposed joint experiment, including all the necessary time to prepare and to postprocess the results.

- Description of the activities committed by each party (i.e., the User and the Access Provider)
- Liability
- Insurance if required
- Confidentiality and non-disclosure
- Intellectual property rights
- Use of equipment and samples
- Dispute resolution
- Force majeure, and
- Access denial.

The following rules related to Access denial in principle apply:

At any time, also after the acceptance of the Application and the signature of the Access Agreement, the Access Provider may decline Access (also to a part of the respective Research Infrastructure and/or certain materials, equipment etc.) on the basis of legitimate, justified and valid reasons, for example:

- ✓ in order to protect legitimate interests (e.g. of competitors);
- ✓ in case of HSE concerns; or
- ✓ unforeseen circumstances (e.g. force majeure or unexpected maintenance).

IRPWIND project shall provide standard model Access Agreements for Access to Research Infrastructures if necessary.

The Access Agreement must be co-signed by the appropriate legal representatives who are authorized to sign agreements and bind the company or institution to which the Applicant and the Access provider are related as an employee or entity.

7. Performance Obligations

The *Users*:

1. Shall comply with all (local) applicable laws, regulations, guidelines, procedures and requirements;
2. Shall obtain the required site entrance authorizations, including for example related to badges, HSE trainings, formalities concerning materials and equipment, customs clearance procedures and VISA requirements;
3. Are responsible for fulfilling local HSE requirements related to the Research during the experiment;
4. Are responsible for any material, including samples or equipment brought by such Users;
5. Shall have adequate health and accident insurance or similar during the experiment;
6. Shall comply with reasonable guidelines and instructions of the Access Provider.

Access Provider and the Research infrastructure:

1. Shall inform and facilitate to all Users about the specific requirements, legal or technical, to use the facilities (i.e. confidentiality, specific insurance...)
2. Is responsible to allocate the required Unit time to perform the joint experiment and post process the results without any interference from third parties or other activities happening in the facility.
3. Shall guaranty the physical conditions of the facilities and equipment required for the joint experiment

8. Access Rights to Information

The Foreground is the property of the User Group carrying out the work generating that Foreground.

The *Access Provider* shall ensure that the *Users* enjoy, on a royalty-free basis, access rights to the Background of the access provider and to the foreground, if needed to carry out their own work under the project. The access provider shall inform, as soon as possible, the users of any restriction which might substantially affect the granting of access rights.

The *Access Provider* shall ensure that the users have the same rights and obligations in regard to confidentiality as access provider.

9. Dissemination

Dissemination is a must for all the joint experiments selected in the IRPWind project. The experiments will be shown in relevant congresses of the sector and the results obtained will be open and accessible for all EERA Wind JP members. However, these activities shall be compatible with the protection of intellectual property rights and confidentiality obligations.

Users should suitably publicize (in their publications, websites, reports etc.) the support given by the EC for the access provided to them, referring to IRPWIND, showing the EC logo (if possible) and including a statement along the following lines: “The work described here has received support from IRPWIND, a project that has received funding from the European Union’s Seventh Programme for Research, Technological development and Demonstration”

User should disseminate widely, including on a dedicated Web page on the Internet, e.g. the IRPWIND or the EERA WIND JP Web pages

The Research Infrastructure shall take any appropriate measure to ensure that, in their publications, Users make suitable information about the support given by IRPWIND for the Access provided to them.

IRPWIND will be authorized to publish, in whatever form and on or by whatever medium, including the Internet, the list of Joint Experiments awarded, the participants in

the experiments and the results opened to all EERA community.

The EC shall be authorized to publish, in whatever form and on or by whatever medium, including the Internet, the list of the users.

The IRPWIND consortium is very cognizant of background information and proprietary data issues. However, the reason for which the EC requires dissemination of the project and open access to the results as a condition of eligibility is that its objective in funding these initiatives is to progress the state-of-the-art of the sector, and this requires dissemination of generated knowledge. However, IRPWIND access providers deal with these issues on a daily basis. Hence access providers are very familiar with IP issues and there are numerous ways to disseminate gained knowledge without revealing proprietary data or details specific to a device or technology (e.g. non-dimensionalised results). Confidentiality will be fully protected and specifics around the requirement for dissemination can be agreed beforehand to the satisfaction of both parties.

Conclusion chapter

Creation of the Rules & Conditions for applying and performing joint experiment as well as for permitting the access to Research Infrastructures shall stimulate cooperation by simplifying administrative processes to all IRPWind partners and EERA WIND JP members. In this line, the Rules and Conditions proposed should give a simple and concise guide to understand the terms of collaboration among project partners and the commitments towards the IRPWind programme and the EC requirements.

This report is proposing the bases to coordinate institutions with testing facilities with other partners to develop and perform high quality experiments. It contains the rules, conditions and eligibility governing the process to select the experiments under IRPWind project.

For the elaboration of this report, an analysis of existing schemes from other networks of research infrastructures supported by the European Union [1] was performed.

Along the IRPWind project there will be at least two calls for Joint Experiments that will provide funding to several experiments with the participation of various European institutions including research centers, universities and industry. The experience gained through all stages will retrofit this document improving all the requirements described in it.