



**EUROPEAN COMMISSION**  
JOINT RESEARCH CENTRE  
Strategy, Work Programme and Resources  
**Scientific Development**

Brussels, 29 September 2022

**FRAMEWORK FOR ACCESS TO THE  
PHYSICAL RESEARCH INFRASTRUCTURES OF THE  
JOINT RESEARCH CENTRE FOR THE PURPOSES OF  
TRAINING AND CAPACITY BUILDING**

***REVISION 2022***

## 1. PURPOSE

The present document defines the principles and modalities under which the Joint Research Centre (JRC) opens its physical Research Infrastructures to external users for the purposes of training and capacity building.

Access to the research infrastructures of the JRC fosters innovative research and development, dissemination of knowledge, improves related methods and skills, training and fosters collaboration at European level. Moreover, it promotes interaction with a wide range of social and economic actors, including industry and public services, in order to maximise the return on the investment of the unique Research Infrastructures of the JRC in terms of the scarce experimental facilities and resources available in Europe.

The following legal instrument provides for accessing JRC facilities to third parties:

- Annex I, Pillar II, section 7.2.4 of Council Decision (EU) 2021/764<sup>1</sup>:  
*Scientific Excellence - The JRC shall pursue excellence and integrity in research and extensive collaboration with top level research institutions worldwide. It will carry out research in emerging fields of science and technology and promote open science and open data as well as knowledge transfer.*  
*Broad Lines*
  - [...]
  - Access to JRC research infrastructures;
  - Training of scientists and national experts; [...]
- Annex I of Council Regulation (Euratom) 2021/765<sup>2</sup>:  
*The specific objectives referred to in Article 3(2) shall be pursued across the Euratom Programme, according to the broad lines of activity described in this Annex. [...]*  
*(b) maintain and further develop expertise and competence in the nuclear field within the Community:*
  - (i) education, training and mobility [...]*
  - (v) support for the provision, availability and appropriate access of European and international research infrastructures, including JRC's infrastructures (5);*

Within this activity, the JRC opens its Research Infrastructures for the purposes of training and capacity building as follows:

- JRC opens its non-nuclear Research Infrastructures to User Institutions from Member States and countries associated to the Horizon Europe programme<sup>3</sup>.
- JRC opens its nuclear Research Infrastructure to User Institutions from Member States and countries associated to the Euratom research programme<sup>4</sup>.

---

<sup>1</sup> Council Decision (EU) 2021/764 of 10 May 2021 establishing the Specific Programme implementing Horizon Europe – the Framework Programme for Research and Innovation, and repealing Decision 2013/743/EU (Text with EEA relevance)

<sup>2</sup> Council Regulation (Euratom) 2021/765 of 10 May 2021 establishing the Research and Training Programme of the European Atomic Energy Community for the period 2021-2025 complementing Horizon Europe – the Framework Programme for Research and Innovation and repealing Regulation (Euratom) 2018/1563

<sup>3</sup> Regulation (EU) 2021/695 of the European Parliament and of the Council of 28 April 2021 establishing Horizon Europe – the Framework Programme for Research and Innovation, laying down its rules for participation and dissemination, and repealing Regulations (EU) No 1290/2013 and (EU) No 1291/2013

<sup>4</sup> Council Regulation (Euratom) 2021/765 of 10 May 2021 establishing the Research and Training Programme of the European Atomic Energy Community for the period 2021-2025 complementing Horizon Europe – the Framework Programme for Research and Innovation and repealing Regulation (Euratom) 2018/1563

Individual Users may have other nationalities, provided they belong to a User Institution located in a Member State or country associated to Horizon Europe or the Euratom research programme.

## **2. APPLICABILITY**

This document regulates Access to all nuclear and non-nuclear physical Research Infrastructures of the JRC at the sites of Ispra, Geel, Karlsruhe and Petten under the JRC action “Framework for Access to the physical Research Infrastructures of the JRC for the purposes of training and capacity building”.

It does not replace, but comes in addition to, other forms of access by external users to JRC Research Infrastructures under other existing schemes specifically providing for such access, such as:

- on the basis of a Collaboration Instrument;
- on the basis of a Consortium Agreement (Grant Agreement);
- under other agreements containing ancillary provisions on the access to the JRC facilities;
- under licence, joint ownership or similar and technology transfer agreements regulating use of the intellectual property of the JRC containing ancillary provisions on access to the JRC facilities.

The conditions for access in those cases will be regulated under the specific applicable scheme.

## **3. DEFINITIONS**

### *a. Research Infrastructures*

The ‘Research Infrastructures’ are physical facilities, resources and services that are used to conduct research and foster innovation in their fields through the use of major scientific equipment (or sets of instruments) complemented by knowledge-based resources (e.g. collections, archives and scientific data) that are essential to achieve excellence in research and innovation. All facilities of the JRC are ‘single-sited’ (i.e. physically located in one site).

### *b. User*

‘Users’ of Research Infrastructures are individuals, either alone or in teams. They are engaged in receiving Training and Capacity Building from the concerned JRC Research Infrastructures. Users should be:

- a staff member of the User Institution or
- the recipient of a study or research grant at the User Institution.

### *c. User Institution*

A ‘User Institution’ is a public or private legal entity representing the User. The User Institution must be a university, research or public institution, or a Small-Medium-Enterprise (SME).

### *d. Lead User Institution*

The ‘Lead User Institution’ is the User Institution in charge of coordinating the User Access Project in close collaboration with the JRC Research Infrastructure concerned.

#### *e. Lead User*

The 'Lead User' is a User from the User Institution responsible for the preparation and submission of the proposal for access. The Lead User acts as main point of contact with the JRC.

#### *f. User Access Project*

A 'User Access Project' defines the objectives and the technical details concerning the scope and description of the access of Users to the JRC Research Infrastructure to which access is granted for the sole purposes of Training and Capacity Building. A User Access Project may be composed by one or more User Institutions. A User Access Project identifies a Lead User Institution and may include one or more User Institutions.

#### *g. Access*

'Access' refers to the legitimate and authorised physical, remote and virtual admission to, interactions with and use of JRC Research Infrastructures by the Users. Such Access can be granted, amongst others, to machine time, computing resources, software, data, data-communication services, trust and authentication services, sample preparation, archives, collections, the set-up, execution and dismantling of experiments, education and training, expert support and analytical services. Access to research data will be in line with the JRC Data Policy<sup>5</sup>.

#### *h. Training and Capacity Building*

'Training and Capacity Building' means the activities carried out by the JRC Research Infrastructure enabling Users to strengthen their capabilities to obtain, develop, improve, and retain the skills, knowledge, tools, equipment and other resources needed to do their jobs competently or to a greater capacity within the running and use of similar Research Infrastructures. Training and Capacity Building does not include Access for the purposes of running experiments and generating data relevant for the generation of new knowledge or any foreground, patents or related intellectual property.

## **4. PRINCIPLES**

This section defines the principles applicable to the Access of Users to the Research Infrastructures of the JRC. These principles are further defined in the "Access Policy" (Section 5).

#### *a. Intellectual property rights*

In no case the Access shall be treated as granting a licence, assignment or any other form of permission for the Users to use JRC's pre-existing intellectual property without a strict written consent of the JRC.

As a principle, during and in reference to the Access no registered or unregistered intellectual property rights will be generated by the Users, in particular but not limited to copyright, patent rights, trademarks or trade secrets. Nevertheless, in the event such intellectual property right is created, it belongs to the Party that generate it. A User who created an intellectual property asset during or in relation to the Access shall grant to the JRC a world-wide free of charge licence to use such intellectual property right and any rights related to it in all forms of exploitation known at present. In particular and non-restrictively, the licence includes the right of publication, reproduction and adaptation by all means and creating derivative works, distribution, translation, duplication,

---

<sup>5</sup> EUR 27163 EN JRC Data Policy (2019) ISBN 978-92-76-08380-1 ISSN 1831-9424 doi:10.2760/637912

communication to the public in total or in part, in summary or with comments, but without the right to sub-license.

*b. Health, safety, security and environment*

The JRC together with the Lead User Institution shall undertake the necessary measures to ensure the health, security and safety of any User accessing its Research Infrastructures as well as to take the necessary actions to minimise the impact on the environment according to the legislation applicable to each site. Users must comply with security, health and safety and environmental rules and with procedures in force at the JRC sites, in particular concerning the notifications on introduction of material and instrumentation that could induce risks or ethical issues to the JRC Research Infrastructures and persons.

*c. Costs and fees*

Access to JRC Research Infrastructures under the present Framework is free of charge. The costs of travel and subsistence related to the stay of Users at the JRC Research Infrastructure may be covered by the JRC only in specific cases as detailed in Section 5.

*d. Confidentiality and ethical conduct*

Users shall comply with confidentiality requirements and should adhere to the code of conduct and standard ethical behaviour, as detailed in the European Code of Conduct for Research Integrity of the European Science Foundation<sup>6</sup>.

*e. Implementation*

Access to the JRC Research Infrastructures will be in accordance to the rules and procedures of the JRC. This applies in particular to the granting of Access and selection of User Access Projects, entrance permits, and length of stay, health and safety and security of Users at the JRC sites.

*f. User instructions*

The JRC will provide Users with instructions for the effective and efficient Access to its Research Infrastructures. Instructions relevant for the use of the Research Infrastructures will be provided by each Research Infrastructure delivering Access.

*g. Protection of personal data*

Any personal data relating to the Access shall be processed by the Commission pursuant to Regulation (EC) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, office and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC.

## **5. ACCESS POLICY**

The present policy for Access to the JRC Research Infrastructures defines Access for the purposes of Training and Capacity Building in terms of User Stay Days, states the conditions for Access, describes the processes and interactions involved in the Access and elaborates on the support measures facilitating the Access. Access to the Research Infrastructure will include all infrastructural, logistical, technical and scientific support that is necessary to carry out the User Access Project.

---

<sup>6</sup> [https://www.allera.org/wp-content/uploads/2015/07/Code\\_Conduct\\_ResearchIntegrity.pdf](https://www.allera.org/wp-content/uploads/2015/07/Code_Conduct_ResearchIntegrity.pdf)

### *a. Access mode*

Access to the JRC Research Infrastructures for the purposes of Training and Capacity Building is exclusively dependent on the quality of the User Institutions, the rationale of the proposal and the feasibility of an application evaluated through a review conducted by the JRC.

### *b. User Stay Days*

A User Stay Day is a day of physical presence of a User at the concerned Research Infrastructure for Access related to the User Access Project. A User Stay Day counts as a registered entry to the JRC site where the Research Infrastructure is located.

### *c. Conditions for Access and Calls for Proposals*

The final decision on the granting of Access will remain with the relevant JRC Directorate.

In addition to granting Access, the JRC may provide a financial or in-kind contribution to support Users to cover their costs of travel and subsistence related to the User Stay Days, subject to the availability of funds, personnel and other resources, and as specified in the call for proposals, in the following cases:

- For JRC non-nuclear Research Infrastructures: Users from User Institutions located in a country eligible for the Widening participation and spreading excellence<sup>7</sup> action under the Horizon Europe programme.
- For JRC nuclear Research Infrastructures:
  - o Users accessing JRC nuclear Research Infrastructures as part of the Pilot Action on open access to JRC research infrastructure in the field of nuclear safety<sup>8</sup>; or other similar initiatives covering the travel and subsistence of users for projects on nuclear safety and involving access to JRC nuclear research infrastructures or
  - o Users from User Institutions located in an EU Member State or a country associated to the Euratom research programme, provided that the country would be eligible for the Widening participation and spreading excellence action under the Horizon Europe programme.

The JRC Research Infrastructure will issue calls for proposals announced on a yearly basis, at six month intervals, or depending on the availability of the Research Infrastructure, through the EU Science Hub. The call for proposals will include the following information:

- Eligibility criteria
- Estimated total number of User Stay days allocated to the call
- Average number of User Stay Days allocated to each proposal
- List of Training and Capacity Building topics

In addition, the call for proposals may also specify

- the type of User Institutions which the call targets.
- whether JRC may provide a contribution for travel and subsistence.

---

<sup>7</sup> [https://ec.europa.eu/info/research-and-innovation/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe/widening-participation-and-spreading-excellence\\_en](https://ec.europa.eu/info/research-and-innovation/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe/widening-participation-and-spreading-excellence_en)

<sup>8</sup> Commission Implementing Decision of 14.12.2018, C(2018) 8412 final, on the financing of indirect actions within the framework of Council Regulation (Euratom) No 2018/1563 and on the adoption of the work programme for 2019-2020; Action OA-05, Administrative Arrangement with the JRC on a pilot action on open access to JRC research infrastructure

#### *d. Selection procedure*

Proposals shall be submitted through the EU Science Hub using a specific template; the Lead User is encouraged to contact the Research Infrastructure during preparation of the proposals, in order to assess feasibility aspects related to the capacity of the Research Infrastructure. The detailed procedure for submission and evaluation of the proposals is described at the EU Science Hub.

The feasibility of the proposal according to the field of application and topic of the Training and Capacity Building is evaluated by the concerned JRC Research Infrastructure. The concerned JRC Research Infrastructure also evaluates the consistency of the proposal with the type of User Institution targeted by the call. Proposals that are not feasible or not consistent with the User Institutions targeted by the call are rejected.

Proposals will be evaluated by a Selection Committee. To this purpose, the JRC Research Infrastructure concerned will convene a meeting for the evaluation of proposals no later than four weeks after the deadline for submission of proposals. The Selection Committee will be composed of three staff from the JRC, of which:

- two from the JRC Research Infrastructure concerned
- one from the JRC Directorate to which the Research Infrastructure belongs to.

Following an eligibility criteria check by the JRC with respect to ethics, completeness of the proposal and the country of location of the User Institutions, the selection of projects will be made with regard to selection criteria grouped in the following two categories:

Quality of the ensemble of User Institutions putting together the proposal:

- CVs of Users
- Number of countries
- Number of User Institutions
- Degree of complementarity or similarity of the User Institutions' Research Infrastructures in relation to those of the JRC<sup>9</sup>

Rationale:

- Justification<sup>10</sup>
- Synergies with ongoing research and future plans
- Added value

Proposals are graded by the Selection Committee. The grading of each criterion is averaged over the grades of all the members of the Selection Committee, and summed up to obtain the total average grading. Proposals that do not meet the minimum passing threshold for the average grading of each criterion, with the exception of the 'Number of countries' and the 'Number of User Institutions', are rejected. The maximum grading and passing threshold of each criterion are given at the EU Science Hub at the time of publication of the calls.

The Selection Committee establishes a shortlist, composed of the selected proposals, ranked according to their final grade.

Starting with the highest ranking, the JRC Research Infrastructure will contact the Lead User having submitted the ranked proposal to delineate the details of the Training and Capacity Building project. The discussions will take into account the schedule of the JRC Research Infrastructure, the available

---

<sup>9</sup> User Institutions with Research Infrastructures being planned for upgrading or under construction are also considered

<sup>10</sup> Depending on the field of application and topic of the call, User Institutions planning to use Research Infrastructures similar or complementary to those of the JRC can also be a valid justification for responding to the call.

resources as a function of the available User Stay Days for the call and the technical feasibility of the project.

A final list of the Users and corresponding User Institutions participating in the User Access Project will be agreed between the JRC and the Lead User Institution, together with the topics and the preliminary schedule of the User Access Project.

The Lead User Institution whose proposal was rejected or was not selected following the discussions may resubmit the proposal in the next call for proposals. A list of the successful proposals will be published at the EU Science Hub.

#### *d. Travel and subsistence*

The JRC may provide a financial or in-kind contribution to support Users to cover their costs of travel and subsistence as described in point 5.c of this Framework. The financial contribution and the modalities for covering the costs of travel and subsistence will be indicated in the invitations issued to individual Users before their physical presence at the concerned Research Infrastructure.

#### *e. Assistance measures facilitating Access*

When appropriate, the JRC may offer assistance to Users concerning accommodation, transport and any other logistics needed for the access and stay of Users during their stay at the JRC sites.

#### *f. User Training and Capacity Building Access Agreement*

Physical access of Users to the JRC will be regulated by the User Training and Capacity Building Access Agreement, signed by the User.

The User Training and Capacity Building Access Agreement will cover:

- Legal aspects including confidentiality, insurances, the documents to be provided by the User and the rules on the JRC sites.
- Technical aspects, including the technical description (User Access Project Description and Schedule) and possible in-kind contributions of the User Access Project. This description may differ from the description of the project in the proposal phase, as it will reflect the results from the feasibility assessment of the JRC Research Infrastructure undertaken in agreement with the Lead User Institution.

#### *g. Transparency*

The EU Science Hub will provide clear and transparent information on the Access policy, data management policy and the terms and conditions of access of Users. Each JRC Research Infrastructure delivering access will have a dedicated contact point providing technical information related to the use of the facility, in particular in what concerns the reimbursement of travel and subsistence and feasibility of the Access Project proposal.

#### *h. Limitations*

Access to JRC Research Infrastructures may be limited or refused, amongst others, by the following:

- Ethical considerations in accordance with EU Law, in particular Art. 19 of Regulation (EU) 2021/695, and applicable laws and regulations in the EU Member States;
- Limited capacity;
- Security and safety considerations;
- Breach by the User of the rules applicable in the Framework.



## **6. ASSESSMENT**

The JRC will regularly assess the relevance and applicability of this Framework, based on its experience on the implementation of delivering Access. To this end, the Lead User will be requested to complete a "User Questionnaire" upon completion of the User Access Project.

\* \* \*