

Rules on the sharing of Instruments and Equipment at the Ferrara Technopole

1 PURPOSE OF THE RULES

1.1 The purpose of the present rules is to outline the framework within which each Laboratory at the Ferrara Technopole makes individual instruments or complex experimental devices (hereinafter referred to as Equipment) available for sharing with other laboratories in the Emilia-Romagna High Technology Network and with private companies.

1.2 Equipment and instrumentations are made available for sharing according to their protocols of use and specific conditions for use, as stated in the relevant lists formally adopted by each Laboratory at the Ferrara Technopole by resolution of the Scientific Committee.

1.3 The lists of Equipment available for shared use indicate precisely how the equipment should to be used, taking into account any precautions necessary for reasons of safety and difficulty in use. The following forms of use are therefore permitted:

- directly by the user,
- directly by the laboratory in the presence of and/or the participation of the user,
- without the direct participation of the user.

2 METHODS FOR ACCESS

2.1 With the objective of maximising the use and sharing of instruments by all the members of the Emilia-Romagna High Technology Network and businesses, each Laboratory at the Ferrara Technopole indicates:

- methods to define the time schedule for the use of the equipment,
- access conditions specific to equipment type,
- insurance cover for third parties,
- terms and conditions (e.g. prices).

2.1.1 The reference price list for shared Equipment is determined in order to cover the marginal cost of use of the equipment and does not include depreciation.

2.2 The rules and the lists of equipment available for shared use of the Laboratories at the Ferrara Technopole are notified to all members of the Network and to businesses, both through publication on the Laboratories' website, and in accordance with any additional terms agreed with ASTER (the Consortium for Innovation and Technology Transfer in Emilia-Romagna), in order to make the information freely accessible to all the potentially interested parties.

3 AIM OF THE RULES

3.1 These rules apply to both the Equipment conferred by the University to the Technopole Laboratories and to newly purchased Equipment.

3.2 These rules apply to Equipment that may be used in carrying out activities involving experimentation, validation, etc, of potential interest to business customers.

3.3 These rules do not apply to the use of auxiliary components of a service (e.g. computers, circuitry, assorted fittings, consumable materials, odds and ends, etc).

3.4 The Laboratories of the Ferrara Technopole also have the option to apply these rules to equipment of particular importance which belongs to the same laboratories but are not accounted under the convention with the Emilia-Romagna Region.

4 DESCRIPTION OF THE EQUIPMENT

4.1 The Equipment must be described accurately for the clear understanding by potential users, including companies. It is therefore preferable for textual descriptions to be used rather than technical codes that are more difficult to understand. Concise, functional descriptions are also preferable when a number of component parts of equipment for a single function are concerned.

4.2 The relevant lists mentioned at 1.2 adopted by the Laboratories at the Ferrara Technopole must provide a description, even in summary form, of the functionality of each item of Equipment (for the purposes of research, testing, measuring, etc).

4.3 The list of equipment must be attached to the rules and updated regularly.