Access Policy to Research Infrastructure and Related Services – INCAS

No.	Name of the research infrastructure	Details
1	**AEROSPAȚIAL** – Platform for Research, Simulation, Testing and Certification of Aircrafts	Included in **CRIC 2017** report and **EERIS** platform
2	**CAART** – Center for Airborne Atmospheric & Topographic Research	Included in **CRIC 2017** report and **EERIS** platform
3	**ACTRIS-RO INCAS** – Research infrastructure for aerosol, clouds and minor gases	Included in **CRIC 2017** report and **EERIS** platform
4	**Subsonic Wind Tunnel**	Included in **EERIS** platform
5	**Trisonic Wind Tunnel**	Included in **EERIS** platform
6	**BECA** – Experimental Base for Atmospheric Research	Included in **EERIS** platform
7	**ATMOSLAB** – Airborne Laboratory for Environmental Research	Included in **EERIS** platform
8	**AERO-VR**	Included in **EERIS** platform
9	**MATERIALS AND TRIBOLOGY UNIT**	Included in **EERIS** platform
10	**LABORATORY FOR DEVICES/INSTALLATIONS OF ACTUATING**	Included in **EERIS** platform
11	**CYBER PHYSICAL SYSTEMS/MECHATRONICS**	Included in **EERIS** platform
12	**SPACE SYSTEM LABORATORY FOR ORBITAL MISSIONS**	Included in **EERIS** platform
13	**UAV/UAS**	Included in **EERIS** platform
14	**Boeing 737NG fixed base simulator**	Included in **EERIS** platform

Table 1. List of Research Infrastructures – INCAS

1. **Transparency of the Access Policy to Research Infrastructure and Related Services**

   Information about research infrastructure details and policy are available on www.incas.ro.

2. **Provide Access**

   National Institute for Aerospace Research "Elie Carafoli" – INCAS provides access for the research infrastructures listed above in Table 1. For each research infrastructure, INCAS provides access for: research and experimental activities, deliver services, education, trainings and access to research data.

3. **User community**

   INCAS provides access to individuals, teams and institutions from scientific community, national and international students and professors from academic community for using the research infrastructures. Besides this, anyone can visit some of INCAS's research infrastructures. Please check the Limitations Section for more details.

4. **Type of Access**

   There are four types of access to research infrastructure: "hands-on" access (with authorized physical access), remote access (access to resources remotely), virtual access (allowing access through communication channels) and visiting access (where some research infrastructures will be presented by researchers, technicians, etc.). Depending on the research infrastructure type and application, the access is established by INCAS and user.

5. **Access modes**

   Depending on the purpose and the applicability of the research infrastructure's use, there are three different access modes: "excellence-driven access" (implies a competitive process with the establishment of a clear and transparent selection and evaluation procedure for applications), "market-driven access" (defined through an agreement between the user and the research infrastructure owner) and "wide access mode" (guarantees the broadest possible access to scientific data and digital services provided by the research infrastructure to users wherever they are located).

6. **Access unit**

   Determined by the user's needs, there are several access units for the quantity of access offered: access time (working-hour/working day), flight time, testing hour, processing time, number of gigabytes transmitted, sessions of processing time, etc.

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7. Conditions for access, processes and interactions involved in the access

In order to be analyzed and approved, the request for the use of research infrastructure must meet the next conditions:

- To describe the project/experiment (name, summary description, director/coordinator/partners, contractual conditions);
- Technical and scientific objectives presentation;
- Specific consumption (experiment duration, system usage time, expected period for conducting the experiment, human resources involved);
- Specific conditions required by the security and confidentiality of the activities;
- Conditions related to the manner of the transmission and capitalization of the results to the beneficiary;
- Information regarding the specific requirements for completing the experiments.

Access for research infrastructure is provided after the approval from INCAS for the request, by taking into consideration two situations:

a. Requests from INCAS management team (director/project coordinator, head of research units) are discussed and approved under the Annual Research Plan, approved by the Scientific Council.
b. Proposals/request from other than INCAS employees, including the proposals related to new projects/contracts with international partners, are analyzed based on a request addressed to General Director of INCAS, succeeded by a discussion with the Board of Directors, based on the approval the Scientific Council.

Based on the favorable opinion obtained from the Scientific Council, the projects approved by the Board of Directors are listed in the Work Program approved for the current year.

If an external beneficiary cannot sufficiently explain an experiment in terms of how to use the INCAS infrastructure, access to its use can be made only exploratory, in order to correlate the request with this procedure, for a limited period of one working day.

INCAS provides specialized technical assistance free of charge to potential users in order to meet the requirements given in this procedure.

8. Costs and possible fees for access

For "hands-on" access, remote access and virtual access depending on the user's necessities, costs may vary from an experiment to another. The financial details have to be discussed with the director, project coordinator or research team leader. For visiting access, there are no costs involved, but the number of visitors may be limited, and the visitors will be divided in groups.

9. Support measures facilitating access

For information about research infrastructure details, visit INCAS LABS section from www.incas.ro.

10. Education and training

INCAS encourages students and members of academic community to use the available research infrastructure. For any type of access listed above, the access request must include a short description of the purpose of experiment/visit.

11. Limitations

The access for INCAS research infrastructure depends on the purpose of the usage. Taking into consideration the research infrastructures listed in Table 1, there are some infrastructures that are not open for visiting and for non-authorized people for reasons of security, privacy and confidentiality. Depending on the details presented on the request about the project/experiment, technical and scientific information, INCAS can allow or reject the request for some research infrastructures.

12. Quality assurance

Quality assurance mechanism include the evaluation of the access to research infrastructures and related services. At the end of the experiment or visit, the users/visitors are kindly asked to give a feedback which must include the impressions for the next topics: overall feedback, interaction with INCAS employees, assistance in using the research infrastructure, flexibility for working hours, etc.

13. Other important information

For all the experiments and results obtained with INCAS research infrastructures, published in scientific articles and not only, the authors must include the National Institute for Aerospace Research „Elie Carafoli" – INCAS, Bucharest in the aknowledgement section.