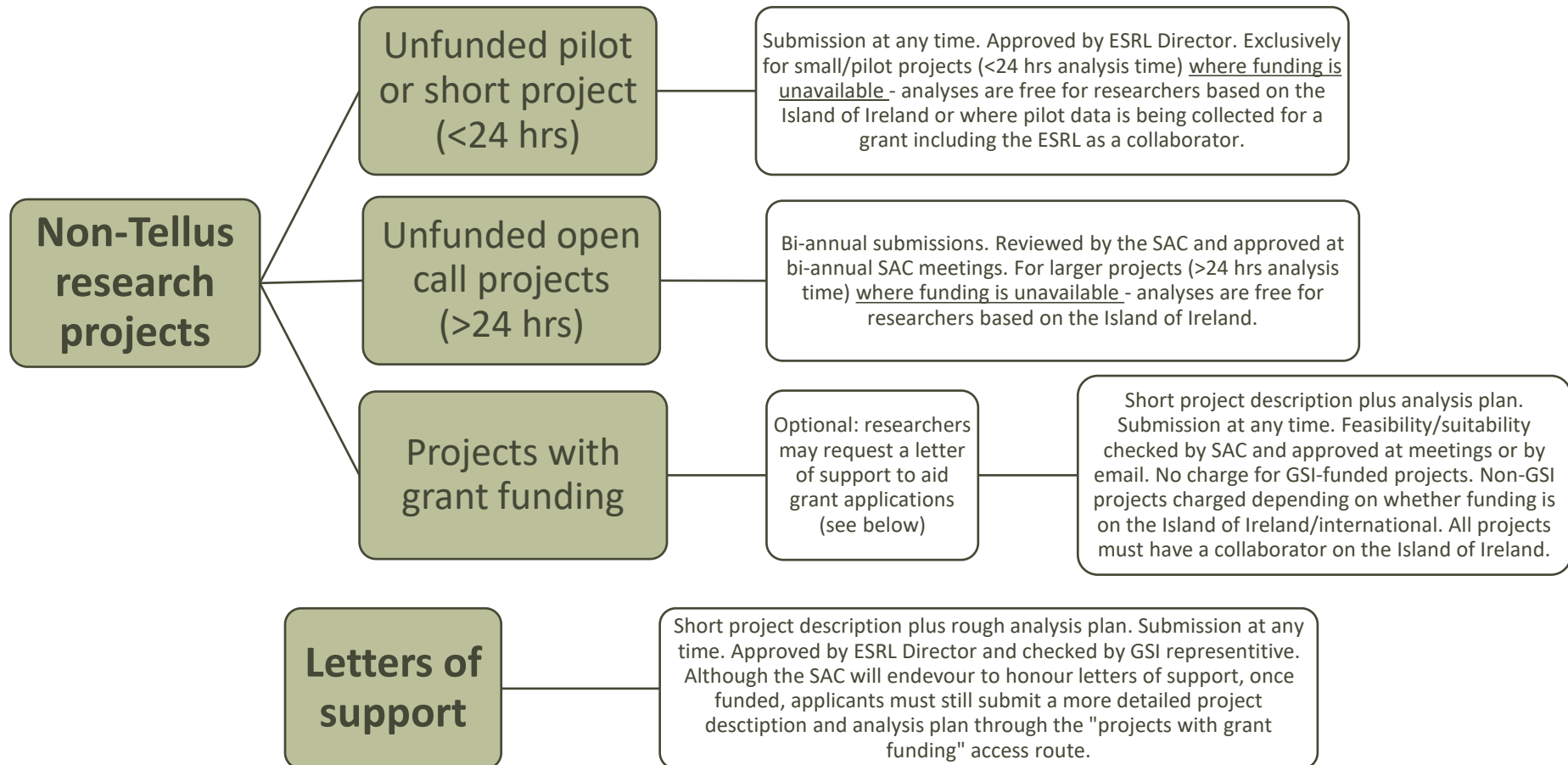


Earth Surface Research Laboratory

Non-Tellus access routes

1. SUMMARY OF ACCESS ROUTES FOR NON-TELLUS RESEARCH PROJECTS



2. NOTES ON ACCESS RULES, RESTRICTIONS AND PRIORITISATION

The ESRL receives state aid from the Irish Government through Geological Survey Ireland (GSI). The facility is solely used for research and public sector work; no commercial projects will be accepted. Furthermore, although the facility may be accessed by international research projects (e.g. European research consortia), all projects wishing to use ESRL facilities must include a PI or Collaborator based on the Island of Ireland.

The ESRL's priority is data collection for the Tellus Geochemical Survey. For clarity, the ESRL considers "Tellus work" to comprise WD-XRF (Zetium) sample preparation and analysis requested by GSI and related to the primary Tellus Geochemical Survey, which will be covered by ISO17025:2017 accreditation. The ESRL considers any work submitted to the laboratory by a person or organisation outside of GSI, or any GSI work not related to the primary Tellus Geochemical Survey, to be a "non-Tellus research project". This might include projects using Tellus samples or analytical methods which are not part of the primary survey.

After non-Tellus research time has been allocated by the Management Committee, it will be allocated in the following order:

1. GSI work, including in-house research, proof-of-concept projects and secondary product development Tellus samples (i.e. separate from primary samples analysed as part of the main Tellus survey)
2. Geoscience research conducted by Universities and other organisations (e.g. SMEs where data will be made publicly available) beyond GSI
3. Non-geoscience research.

In the case of non-geoscience research, a risk assessment of sample materials will be conducted by the Instrument Specialist before approval by the Director (pilot/short projects) or SAC (Open Call projects). The risk assessment will establish that the sample materials pose no risk to ESRL instruments, either in terms of potentially damaging machinery or contaminating future geological analyses.

Before accessing the facility, all researchers must agree any fees with the Director and sign an agreement to appropriately acknowledge the ESRL in related published and public outputs, stating that the work was supported by the Geological Survey Ireland-funded Earth Surface Research Laboratory in Trinity College Dublin (this forms part of the application form declaration).

Any ESRL results which were funded, either in part or in full, by GSI must be published in line with the [National Open Research Forum \(NORF\) framework and Findable, Accessible, Interoperable, and Reusable \(FAIR\) research data principles](#) (this includes where ESRL facilities were accessed at a subsidised rate).

3. ESRL ACCESS ROUTES FOR NON-TELLUS RESEARCH PROJECTS

The allocation of ESRL facility time between Tellus and non-Tellus work is decided by the Management Committee. Laboratory users can access non-Tellus laboratory time through one of three access routes:

1. Pilot or short project applications
2. ESRL Open Calls
3. Projects with research grant funding

3.1. Pilot or short projects

Pilot or short projects provide free of charge, rapid access to ESRL facilities and can include up to 24 hrs of analysis time on any one instrument. They are exclusively for projects which do not already have research funding and are intended for projects requiring only small amounts of data, or to produce pilot data in support a full application to an ESRL Open Call or research grant (which might include paid access to ESRL facilities with a letter of support). Pilot proposals can be submitted by researchers from any country where they are intended to facilitate future collaboration with the ESRL (i.e. a grant proposal including paid access to ESRL facilities). Stand-alone short projects will only be accepted from researchers based on the Island of Ireland.

Proposals for pilot projects are submitted to and assessed by the ESRL Director and are not routinely reviewed by the Scientific Advisory Committee (although the Director reserves the right to consult the committee at their discretion). Pilot project proposals can be submitted at any time and are not tied to a specific ESRL call.

Following acceptance, analysis time will be scheduled with ESRL staff. Researchers will be expected to prepare their own samples but may be granted use of ESRL preparation facilities where this is specified in the initial application.

Pilot or short project proposals use the same form as ESRL open calls but project outlines are limited to a maximum of 1 A4 page.

3.2. ESRL Open Calls

ESRL open calls provide free of charge access to ESRL facilities and are intended to support comprehensive data collection in support of a research project which does not already have research funding. Analyses through ESRL open calls are subsidised by Geological Survey Ireland and, as such, are only open to researchers based on the Island of Ireland.

Proposals through ESRL open calls are reviewed by the ESRL Scientific Advisory Committee, which meets twice per year. Proposals must be submitted to the ESRL prior to the advertised deadline for assessment at the next Scientific Advisory Committee meeting. Late applications will not be considered until the following meeting.

Following acceptance, analysis time will be scheduled with ESRL staff. Researchers will be expected to prepare their own samples but may be granted use of ESRL preparation facilities where this is specified in the initial application.

Open call project proposals are more comprehensive than those required for pilot projects and are limited to a maximum of 2 A4 pages.

3.3. Projects with research grant funding

Researchers with funded projects can request access to ESRL facilities without submitting a pilot or open call proposal. Direct GSI work is free at the point of use. ESRL access is also free at the point of use for projects are funded through GSI research grants. However, all analyses must be included in the initial proposal and the application to GSI must be accompanied by a letter of support from the ESRL. For non-GSI projects, ESRL sample preparation and/or analytical work is charged at a rate depending on the funding body.

On requesting facility access, researchers must submit a short outline of their project and the required sample preparation and/or analytical work. Short project requests (<24 hours) are approved by the ESRL Director. Requests for larger numbers of analyses assessed for

feasibility and suitability and approved by the ESRL Scientific Advisory Committee. Requests for paid facility access can be submitted at any time and are not tied to a specific ESRL call.

Following acceptance, sample preparation and/or analysis time will be scheduled with ESRL staff.

4. LETTERS OF SUPPORT

The ESRL can issue letters of support to assist research grant applications, where the project includes a budget for sample preparation and/or analyses in the laboratory.

On requesting a letter of support, researchers must submit a short outline of their project and the required sample preparation and/or analytical work. This should include an approximate number of samples and date that the analyses would be required. Requests for letters of support are approved by the Director and checked by a GSI representative. They can be submitted at any time and are not tied to a specific ESRL call.

If a project with an ESRL letter of support receives funding, the laboratory will endeavour to undertake the specified analyses. However, researchers must follow the procedure for projects with research grant funding before scheduling the sample preparation and/or analysis. This includes submitting finalised details of the required work and number of samples to the ESRL Scientific Advisory Committee for approval. The committee reserves the right to delay or decline facility access at this time (for example, if the number or type of analyses differs significantly from those specified in the letter of support, in the case of instrument down time, or if the laboratory workload is at capacity when preparation and/or analyses are required).

Following acceptance, sample preparation and/or analysis time will be scheduled with ESRL staff.

5. RE-SUBMISSIONS

Where a proposal or request to access ESRL facilities has been rejected, either by the Director or the Scientific Advisory Committee, it may be re-submitted at the next opportunity (i.e. at the next deadline for open calls). Re-submissions should include a covering letter describing how the reasons for rejection have been addressed.

6. TIME OF ACCESS

After access to ESRL facilities is granted, it is important that researchers contact facility staff as soon as possible to discuss scheduling their sample preparation and/or analytical work. ESRL staff will always endeavour to be flexible around the researcher's time constraints but delays may be inevitable in some cases (e.g. a high public sector workload). In most cases, delays will not be in excess of 6 months but the ESRL reserves the right to delay research work for longer in exceptional circumstances.

7. PUBLICATION AND ACKNOWLEDGEMENT

The ESRL (Earth Surface Research Laboratory) should be acknowledged in any publications containing data collected in the laboratory. Researchers acknowledging ESRL support are requested to send copies of accepted papers to the Director, in order to monitor the laboratories impact (these may be listed on the ESRL website).

ESRL staff are committed to supporting facility users and take an active interest in their projects. There is no requirement or expectation to include ESRL staff as co-authors on papers, unless they made a meaningful academic contribution to the initial proposal or data

interpretation, or the project included significant analytical development. If users wish to acknowledge the support that they received at the facility through co-authorship, then they can add "ESRL" (Earth Surface Research Laboratory) as a solo co-author to encompassing the whole group.