

CORE UNITS - TERMS OF USE

- I. The Terms of Use of the Core Units of the IZKF Münster serves to provide information for all users and to implement the statutes of the IZKF
 - II. The IZKF Scientific Office acting on behalf of the Board of Directors is responsible for the administrative coordination.
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1. The Core Units should be exclusively utilized for research purposes.
2. Priority access will be given to all members of the IZKF and the Medical Faculty. The heads of the Core Units should ensure that orders are processed in a timely manner. In order to enable optimal planning it is mandatory for investigators to make an appointment.
3. Use of the Core Units by researchers from other faculties, universities or industrial clients is invariably possible following submission of a written application. Cooperation with other universities and industrial clients necessitates the signing of a contract e.g. MTA with the UKM or WWU Münster, in order to protect the ownership rights of the data acquired.
4. Members of the Medical Faculty will be charged for consumables. Members of other Natural Sciences Faculties of the WWU Münster will be charged additional costs (partial cost recovery expenses for service contracts). All external users have to pay service fees including value-added tax (VAT), as outlined in the respective price lists.
5. Scientific cooperation between the head of a facility and other scientists is solely intended for the advancement of methods and technology. In exceptional cases it is possible to carry out a scientific cooperation that exceeds the routine service character. **These exceptions have to be justified in the application and require the permission of the IZKF Board of Directors.** Costs for consumables have to be reimbursed. Additional user charges do not apply. All publications resulting from a **scientific cooperation** should acknowledge the IZKF Münster on the title page under the authors' address.
6. In this context it is not possible to consider routine investigations as a scientific cooperation and these services are liable for fees.
7. All members of the research groups are responsible for the correct operation and handling of the equipment. General lab safety rules have to be observed.
8. The equipment belonging to the IZKF Münster cannot be relocated. Experiment-based relocation of equipment is only possible after obtaining prior consent from the IZKF Scientific Office.
9. The researchers of the Core Units are obligated to handle the results and data in a strictly confidential manner, and cannot duplicate, publish or use the data for any other purposes. Exceptions to this rule have to be documented in writing.
10. Users of the services affirm that the Core Units of the IZKF Münster take no responsibility for contaminated samples. Users also take complete responsibility for all data / results with respect to safety, completeness and confidentiality.

These Terms of Use were passed by the IZKF Board of Directors on 06. November 2007 and take effect immediately.

Dated, Münster

Signature

User

Signature

Head of the Core Unit

Signature

IZKF Scientific Office
