



TERMS AND CONDITIONS OF USE OF THE RESEARCH INFRASTRUCTURE OF THE NATIONAL SYNCHROTRON RADIATION CENTRE SOLARIS

Effective from 03/09/2026

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General Provisions

1. These detailed terms and conditions for the use of the research infrastructure establish a set of standards and good practices that must be followed by the Users of the National Synchrotron Radiation Centre SOLARIS (hereinafter: NSRC SOLARIS).
2. By accepting the Terms and Conditions during the registration process on the User Platform – Solaris User Network (SUN), the User acknowledges having read, understood, and agreed to the rules governing the use of the research infrastructure at NSRC SOLARIS as described in this document.
3. While accepting the Terms and Conditions the User declares that all research activities are conducted in compliance with the generally accepted principles of good scientific practice.
4. NSRC SOLARIS reserves the right to amend these terms and conditions. Users are responsible for reviewing the current version of the document each time they submit a proposal for experimental time.
5. Any queries or suggestions regarding this document should be sent to the User Office of NSRC SOLARIS (user.solaris@uj.edu.pl).

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Research Infrastructure

1. The research infrastructure covered by these terms and conditions of access includes:
 - a. ASTRA beamline,
 - b. CIRI beamline,
 - c. DEMETER beamline,
 - d. PIRX beamline,
 - e. PHELIX beamline,
 - f. POLYX beamline,
 - g. SMAUG beamline
 - h. URANOS beamline,
 - i. CRYO-EM facility.
2. NSRC SOLARIS provides free of charge access to its research infrastructure for Users whose proposals, submitted via the SUN platform (<https://sun.synchrotron.pl>), have been highly evaluated by the Proposal Review Committee (see §3 "Call for Proposals") or meet the criteria for Rapid Access, subject to beamtime availability.
3. NSRC SOLARIS also offers the possibility of accessing its scientific infrastructure outside of open calls, on a commercial (paid research) basis. Details regarding Commercial Access are available on the NSRC SOLARIS website.

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Call for Proposals

1. The User is entitled to choose from the three available types of proposals:
 - Standard proposal: peer-reviewed application for beamtime to perform a unique scientific project during one semester,
 - Long-term proposal: peer-reviewed application for beamtime to perform project requiring repeated access over an extended

period of maximum 3 experimental semesters. This applies in particular to PhD thesis projects that contribute to the development of the beamline and projects focused on the development of new experimental methods or specific instrumentation. Detailed conditions for long-term projects are available on the NSRC SOLARIS website. Users having suggestions for other topics suitable for a long-term proposal shall contact the beamline/infrastructure coordinator,

- Rapid access: application for beamtime submitted outside the spring and autumn calls, that is reviewed provided that one of the following conditions is met:
 - the intention to perform preliminary test measurements for evaluation of the technical feasibility and experimental viability of the project prior to submission of standard or long-term proposal,
 - the necessity to supplement the experiment previously performed in SOLARIS within a call for standard and long term proposals,
 - the experiment must be performed immediately due to potentially high scientific value of the results.

Losing physical access to NSRC SOLARIS research infrastructure as a result of force majeure (such as natural disasters, acts of terrorism, acts of war, or other events of a similar nature) enables the User to request the option of performing rapid access experiment remotely.

2. Proposals for the allocation of experimental time must be submitted through the SUN platform.
3. NSRC SOLARIS announces an open call for standard and long term proposals twice a year:
 - the spring call for experiments to be performed in the semester from September of the same year till February of the following year,
 - the autumn call for experiments to be performed in the semester from March till August of the following year.

Detailed call schedule is available on the NSRC SOLARIS website.

4. Rapid access proposals are evaluated on a rolling basis.
5. The open call for proposals is addressed to anyone who meets the following conditions:
 - has created an account on the SUN platform,
 - has had their affiliation verified by the SOLARIS User Office. Only individuals affiliated with Institution will be admitted to the infrastructure of NSRC SOLARIS,
 - uses an email address associated with the Institution, which matches the declared affiliation and belongs to the User.
6. Providing consent for the visibility of User's email address is a prerequisite for being included in another user's proposal. The e-mail will be visible to all SUN Users. Consent settings can be managed in the User's SUN profile.
7. There is also a possibility to submit an application for beamtime at NSRC SOLARIS through the CERIC-ERIC Consortium. Detailed information can be found on the website: <https://www.ceric-eric.eu>. Other possibilities for accessing the NSRC SOLARIS infrastructure are presented on the NSRC SOLARIS website.

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Proposals evaluation

1. The proposals are subject to:
 - a. technical evaluation – assesses whether the experiment can be conducted using the SOLARIS research infrastructure; carried out by the beamline manager,
 - b. safety evaluation – verifies whether the sample complies with the safety criteria of the Jagiellonian University; conducted by the JU Occupational Health and Safety Service (OHS Service),
 - c. radiological safety evaluation – determines whether the sample meets radiological safety requirements; conducted by the Radiation Protection Inspectorate (IOR),
 - d. scientific evaluation – assesses the scientific merit of the experiment and determines the amount of beamtime to be

allocated; peer-reviews conducted by members of the Proposal Review Committee appointed by the Director of the SOLARIS Centre.

2. Only applications that receive positive outcomes in the technical, safety, and radiological evaluations will qualify for the scientific evaluation.
3. Scientific evaluation of the proposal takes into account the following criteria:
 - the innovative scope of the proposed research,
 - clearly formulated scientific hypotheses,
 - a well-defined methodology and expected results,
 - a compelling justification for the use of synchrotron radiation or the Cryo-EM facility,
 - the scientific achievements of the proposers,
 - timely submission of reports on previous experiments conducted at NSRC SOLARIS,
 - presentation of scientific publications related to prior measurements performed at NSRC SOLARIS.
4. As a result of scientific evaluation, the proposal will be assigned to one of the following categories:

Description	Category
Outstanding Proposal The proposal is well written and presents innovative, groundbreaking research. A successful outcome would have a significant scientific impact on the field. Beamtime will be allocated at the NSRC SOLARIS during the current proposal round.	A*
Excellent Proposal The proposal is well organized, focused, and addresses a compelling scientific case. Beamtime should be allocated at the NSRC SOLARIS during the current proposal round.	A

Good Proposal The proposal has a relevant scientific basis and deserves beamtime allocation but is of lower priority in a competitive environment, or it is a promising proposal that lacks some information (e.g. preliminary results or further explanations). The proposal may be carried out at the NSRC SOLARIS if sufficient beamtime is available.	B
Weak Proposal The proposal is scientifically less compelling than competing submissions. It requires clearer focus, more precisely defined objectives, and/or further supporting data.	C
Flawed Proposal The proposal is technically or scientifically flawed and cannot be conducted at the NSRC SOLARIS, or the scientific case does not justify the use of synchrotron/Cryo-EM facility time, or cannot be properly evaluated due to poor quality of writing. The proposal is rejected.	X

- NSRC SOLARIS reserves the right to deny access to the research infrastructure if the information provided in the proposal or sample submission form is found to be outdated or inaccurate.

§5

Co-financing of Research

SOLARIS makes continuous efforts to secure co-financing for Users' travel and accommodation expenses related to conducting research at the Centre. Information regarding available support is published on the NSRC SOLARIS website and announced during each open call for proposals.

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Preparation for Experiment

1. The User is obliged to inform the User's Office and the local contact about the planned date of arrival at NSRC SOLARIS at least two weeks before the start of the experiment, by completing the *Final Member Declaration*. That form must be sent as a pdf. to SOLARIS User Office no later than two (2) weeks before the experiment is due to start.
2. In the case of standard or long term proposal, the User may add additional reference samples that were not included in the proposal by submitting the *Additional Samples Declaration* form via the SUN system **no later than three (3) weeks** before the experiment is due to start.
3. All experimentalists are required to thoroughly review the Safety and Health presentation, which outlines the mandatory rules and procedures at NSRC SOLARIS (*Safety Training*). The presentation is accessible via User's SUN account. Access badges will not be issued without confirmation that the Safety Training has been read and accepted.
4. The User acknowledges that NSRC SOLARIS shall not be liable for any likely technical problems. User institution or User itself must at all time hold an insurance which covers any risks related to experiment performed at NSRC SOLARIS. This includes but is not limited to accident insurance and third-party insurance, which must at least be equivalent to reasonable liability insurance coverage for the facility of NSRC SOLARIS' size and capacity. User must be able to show evidence of such insurance coverage at any time upon NSRC SOLARIS' request.
5. In the event of unforeseen technical issues, NSRC SOLARIS reserves the right to modify the User's scheduled access to the research infrastructure. The User shall be promptly informed of any changes to the arrangement of experimental time.
6. If Users are unable to utilize the allocated experimental time, they are obliged to immediately inform both the User Office and the designed local contact. The User acknowledges that, in such cases, the scheduled time may be rescheduled or removed from the call schedule.

7. Repeated cancellation of scheduled visits or failure to comply with mandatory rules during the User's presence at the SOLARIS Centre may result in denial of further access to the research infrastructure. NSRC SOLARIS reserves the right to take such action.
8. The User is required to inform their local contact well in advance about the required beamline or microscope configuration, the detailed experimental plan, and any equipment they intend to bring to NSRC SOLARIS.
9. If the experiment requires use of either specific gas mixtures or expensive consumables other than liquid helium or may likely cause damage to the research infrastructure, the User shall deliver on their own cost the necessary gas bottles with adapters or consumables or spare parts, respectively. It is responsibility of the Users to discuss with local contact well in advance, which gas mixtures, consumables and spare parts are not provided by the NSRC SOLARIS.
10. By starting the experiment, the User accepts the initial configuration of the research infrastructure.
11. Before starting an experiment at NSRC SOLARIS, the User is obliged to:
 - register at the reception desk of the NSRC SOLARIS and present a valid identification document or a passport in order to receive an access card,
 - complete the on-site training in using the beamline or microscope under the supervision of the local contact.
12. Starting an experiment without permission of the local contact is strictly forbidden.

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Experiment

1. The User is subject to the administrative and technical supervision and control of NSRC SOLARIS.
2. The User must follow the instructions of NSRC SOLARIS personnel and comply with the operation manuals for research equipment provided by infrastructure supervisors.
3. The User is entitled to use the research infrastructure only within the time slot granted by NSRC SOLARIS and in accordance with the approved schedule.
4. The User is obliged to promptly inform the local contact of any equipment malfunctions or irregularities.
5. The User must ensure that sufficient manpower in their experimental team is available to operate the experiment 24 hours a day.
6. Upon completion of the measurements, the research infrastructure must be left in the same condition as it was prior to the experiment. All samples used during the experiment must be removed from the NSRC SOLARIS by the User.
7. The User must not use the research infrastructure for purposes that violate these terms and conditions, in particular: using the infrastructure in a manner that may damage or destroy the equipment, making changes to the configuration of the research infrastructure without prior approval from the local contact; this includes installing any software other than the pre-installed versions; attempting to repair damaged research infrastructure on its own.
8. Users should have appropriate knowledge and must have completed all the trainings necessary to perform measurements.
9. Users may request permission to use their own equipment, consumables and auxiliary research instruments during experiments conducted at NSRC SOLARIS, subject to the following conditions:
 - such request must be included in the proposal submitted via the SUN system,
 - all User-provided instruments must comply with the safety standard applicable at NSRC SOLARIS. They must be formally

registered and accepted by the infrastructure supervisor, particularly in the case of devices powered by the electric grid and connected to the IT system. Detailed safety requirements can be found in the Safety Training presentation available on the SUN platform,

- any additional equipment must be transported at the User's own expense and initiative,
- Users are required to remove their equipment from NSRC SOLARIS no later than two (2) weeks after the end of the experiment.

10. NSRC SOLARIS shall not be liable for any property of the User, including its loss or damage.

11. Data storage policy:

- Experimental data are stored on the NSRC SOLARIS data server for a period of six (6) months following the completion of the experiment conducted at NSRC SOLARIS beamlines and for thirty (30) days in the case of experiments performed using the Cryo-EM facility.
- NSRC SOLARIS is not responsible for the storage of the User's results and data.
- In addition, the User can retrieve these data through remote access using a VPN-type connection and then through an FTP client by logging in with the appropriate data obtained from the Solaris User Network (SUN).

12. NSRC SOLARIS provides Users with free of charge access to the Internet via a secure Wi-Fi network.

13. Users must not disclose their login credentials, including usernames and passwords, to any third parties.

14. Access may be suspended or blocked in the event of unauthorized or unlawful use of the NSRC SOLARIS IT infrastructure.

15. NSRC SOLARIS reserves the right to terminate an ongoing experiment if the User is found to be in violation of any mandatory rules and regulations of the NSRC SOLARIS, in particular described in this document.

After Experiment

1. On the day of the User's departure, Users are required to return their access cards to the NSRC SOLARIS reception desk.
2. Users are kindly requested to complete the Evaluation Form. A link to the survey is provided by the User Office upon the conclusion of each experiment.
3. The Main Proposer is obliged to complete a post-experiment report and submit it using the SUN platform no later than three (3) months (for the regular proposals) and six (6) weeks (for the rapid access proposals) after the end of the experiment.
4. Failure to deliver the report may result in the refusal of evaluation of the User's subsequent proposals.
5. All reports are classed as confidential and will only be made available to the NSRC SOLARIS Management, members of Scientific Department and members of the Proposal Review Committee.
6. Research outcome from all experiments performed at NSRC SOLARIS, except those made under Commercial Access, are to be published in accordance with good international standards for the publication of research results. The User Office must be informed about any such publication.
7. Authors of any publication presenting results of experiments conducted at NSRC SOLARIS are obliged to include the NSRC SOLARIS in their acknowledgments. This template or an appropriately extended version should be used.
 - In Polish: „Publikacja powstała w ramach przedsięwzięcia Ministra Nauki i Szkolnictwa Wyższego „Wsparcie funkcjonowania Narodowego Centrum Promieniowania Synchrotronowego SOLARIS w latach 2026-2027” na podstawie umowy nr MNiSW/2026/DWM/928”.
 - In English: “Research at the National Synchrotron Radiation Centre SOLARIS is supported by the Ministry of Science and Higher Education, Poland, under contract no. MNiSW/2026/DWM/928”.
8. According to the best practices of large research infrastructures, publications resulting from research performed at NSRC SOLARIS

should be co-authored by the local contact and other people involved in execution of the experiment (also NSRC SOLARIS partner representatives).

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Documents

SOLARIS shall provide the User with the following documents:

- Detailed terms and conditions of use of the research infrastructure.
- Operation manual for the accessible research infrastructure.
- Applicable safety regulations to be followed during the use of the research infrastructure (*Safety Training*).