

The CNAG-CRG operates under the following **policy guidelines**:

1. The CNAG-CRG assists researchers in Genomics, providing expertise in project design, sequencing, data analysis and interpretation.
2. The CNAG-CRG sequencing services are available to researchers from the Spanish, European and International Research Community, both for academic research and industrial applications.
3. The CNAG-CRG sequencing services are available on a fee-for-service basis. A full-cost fee is charged to non-academic users. Sequencing costs for academic institutions and other public sector research organizations is subsidized to reflect the public investment to make the facility more widely available.

Information on CNAG-CRG sequencing platform and applications is available at [www.cnag.crg.eu](http://www.cnag.crg.eu).

Users of CNAG-CRG have to accept the following **commitments**:

1. To declare under its responsibility that the samples were obtained with the corresponding approval of the Bioethics Committee of Depositor. In case of human samples, to declare that they have been obtained with "informed consent" of donors, both for collection and for their use in the proposed experiments.
2. To acknowledge the work performed by the CNAG-CRG in any or all of the following ways:
  - a) Where intellectual contributions have been made by the CNAG-CRG, collaborators are required to discuss potential and pending publications based on these contributions with the relevant CNAG-CRG scientists or staff to identify appropriate co-authorship.
  - b) At a minimum, acknowledgement of the work of the CNAG-CRG should be included in peer-reviewed publications either in the Acknowledgement or Materials and Methods Sections.
3. To authorize CNAG-CRG to cite its identifiable information in its outreach or scientific activities and to provide additional information and documentation for being use as dissemination material at CNAG-CRG.

Berta Fusté	Lidia Sevilla	Mònica Bayés	09/02/2016
<b>Written by:</b>	<b>Review by:</b>	<b>Approved by:</b>	<b>Date:</b>

 	<b>CNAG-CRG ACCESS GUIDELINES AND PROTOCOL</b>	<b>Code: INS-004</b> <b>Rev: D</b> <b>Page: 2 of 2</b>
--	--	--

**Two access** modalities are considered, depending on the amount of sequencing required:

**A. Access for small-medium scale projects (< 5 sequencing flow cells)**

1. Researchers are required to contact CNAG project manager team ([projectmanager@cnag.crg.eu](mailto:projectmanager@cnag.crg.eu)) to discuss the project feasibility, design and costs.
2. Activity call is continuously open.
3. All experiments receive the same priority.

**B. Access for large scale projects (> 5 sequencing flow cells)**

1. Researchers are required to submit an application to [projectmanager@cnag.crg.eu](mailto:projectmanager@cnag.crg.eu). Application forms for proposals can be found at <http://www.cnag.crg.eu/collaborate>
2. Applications are monthly reviewed by an Access Committee which is constituted by four members: CNAG director and three Genomics Experts.
3. The accepted proposals are published and a confidential explanation is given to the not accepted ones.
4. The principles and criteria for the evaluation of the proposal are:
  - a. The quality and relevance of the global scientific project that includes the activity proposal (50%).
  - b. Evidence of strong institutional support and funding for the lead applicant (25%).
  - c. The scientific credentials of the applicant research group (25%).
5. Consultation with CNAG personnel BEFORE submitting a grant application involving large-scale sequencing is necessary.

Berta Fusté	Lidia Sevilla	Mònica Bayés	09/02/2016
<b>Written by:</b>	<b>Review by:</b>	<b>Approved by:</b>	<b>Date:</b>