

By applying for NBIS support, you also declare that you accept the following terms and conditions:

- NBIS will review your support request and will then, if needed, contact you for further information. Support will be granted based on the prioritisation principles as described on our homepage (<https://nbis.se>).
- NBIS will assign one or more experts to perform the support requested. NBIS retains the right to manage the NBIS experts' time, and the balancing of their workload.
- For projects with user fees, a signed order form must be submitted to the NBIS administration before work can commence.
- NBIS reserves the right to decline support requests due to limited resources, technically infeasible requests, or research projects deemed to be of low quality or unethical.
- NBIS expects users to answer in a timely manner (i.e. within five working days) to e-mails and/or telephone calls by the NBIS experts. Conversely, NBIS staff assigned to the project will reply within five working days. Unavailability (e.g. vacations and sick leave) that can lead to longer response times should be communicated among users and experts.
- When counting hours spent by NBIS staff on a project, all time devoted to the project is included. For example, this includes time for reporting, communication, meetings, manuscript writing, reading up on background/methodology specifically needed for the project work, as well as measures to ensure scientific reproducibility (e.g. producing code and reports that can be understood by other experts). Ensuring reproducibility of the support work is a prioritised part of NBIS support.
- Quality: NBIS will strive to provide support of highest quality, but can not be held responsible for the outcome of the project. Furthermore, NBIS reserves the right to terminate a support project in case of low data quality.
- Confidentiality: NBIS will not make your inquiries or data available outside of the SciLifeLab infrastructure and its supporting functions, unless agreed upon, or required by law or other regulations (e.g. the principle of public access to official records, in accordance with the legal obligations in [SFS 1949:105 Tryckfrihetsförordningen](#) (The Swedish Freedom of the Press Act) and [SFS 2009:400 Offentlighets- och sekretesslagen](#) (Public Access to Information and Secrecy Act)). Summaries of how NBIS resources are spent, including name of PI(s), organisation and the public project titles, will be included in reports and shown on the NBIS website.
- Open science and intellectual property (IP): Supported projects should adhere to the principles of open science and [FAIR data](#), including early open sharing of data, code, results and methods to the greatest extent possible, given ethical, legal, and IP considerations. Software, methods and training material developed by NBIS staff in the course of support projects may be made openly available by NBIS (under a suitable open source licence), unless that would conflict with confidentiality or IP aspects of the project. IP rights follow applicable laws and regulations.
- Lawfulness: Upon requesting NBIS Support, the user asserts that the project and associated data is in agreement with current legislation and international agreements such as the Nagoya Protocol<sup>1</sup>, and (if applicable) that ethical permits have been acquired. Documentation will be made available to NBIS upon request.
- NBIS will process the information you provide in accordance with GDPR. For sensitive human research data, NBIS has established [general processing agreements](#) with most Swedish universities, and will follow these unless they are superseded by project-specific agreements. In the case that a general processing agreement does not cover the support project, it is the responsibility of the user to ensure that a processing agreement is established.
- If the work results in a publication, it is mandatory that NBIS and SciLifeLab are mentioned in acknowledgements, citing the unique project identifier assigned by NBIS (see the NBIS website for [template statements](#)). If NBIS personnel make substantial scientific contributions to the work, they should be coauthor(s) according to the IMJE "[Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals](#)". A PDF of the publication must be sent to NBIS upon acceptance.

<sup>1</sup> [Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization to the Convention on Biological Diversity \(UNEP/CBD/COP/DEC/X/1 29 October 2010\)](#)