

			
TITLE	Determining the eligibility of applicants and applications for use of the Marine National Facility.		
Policy reference and Version No:	Policy 2004/4/v.1		
Policy type	MNF Organisational Policy (relates to the proper and efficient performance of the functions of the MNF).		
Commencement date:	12-09-2004	Review date:	July 2006
Scope	All applicants for use of the MNF. SAC and MNFSC. Support staff for SAC and MNFSC.		
Group responsible	Ship Management Group		
Further advice	Captain Frederick R. Stein, Director, Research Vessel, ph: (03) 6232 5024 e-mail: Fred.Stein@csiro.au		

POLICY STATEMENT

Purpose	To ensure that only eligible Principal Investigators submit proposals for the use of the Marine national Facility, and that these proposals themselves are eligible, by defining the criteria for eligibility.
Overview	Through its application material, the MNFSC has established a number of criteria to judge whether a Principal Investigator, or the proposal he or she submits, is eligible for assessment for use of the MNF. This policy statement confirms these eligibility criteria.
Objectives	To ensure that: <ul style="list-style-type: none"> • Principal Investigators are eligible to submit research proposals for use of the MNF; • the eligible PI submits a complete application package; • any research proposals are within the capabilities of the MNF and have a high probability to be successfully concluded; and • the sponsoring organisation has committed the resources (people, equipment and financial) to bring the research proposal to a successful conclusion.
Definitions	<p>MNF: the Marine National Facility that includes: its management (Steering Committee and CMAR), staff, the sea-going research platform, its equipment and data products and services.</p> <p>MNFSC: Marine National Facility Steering Committee - the independent committee appointed by the Minister that assists CMR in the management of the MNF.</p>

	<p>SAC: (Scientific Advisory Committee). Expert committee established by the MNFSC to provide advice on scientific and research matters.</p> <p>Research proposal: an application for MNF time to conduct a specified program of scientific work on the RV Southern Surveyor.</p> <p>Research Voyage: a single voyage by the Southern Surveyor to undertake a specified program of scientific work. It can include research programs approved by the MNFSC or research charters undertaken by CMR or its research partners Geosciences Australia and the National Oceans Office.</p> <p>Principal Investigator (PI): the leaders of the specified program of scientific work who are named in the application form. There may be more than one named, but only one can be designated as the contact for the proposal.</p> <p>Contact for application: the PI who is named as the contact for the application in the application form.</p> <p>Sponsoring organisation: that research organisation by which the Principal Investigators are employed. There can be more than one sponsoring organisation if the Principal Investigators are employed by different organisations.</p> <p>Appropriate Authority: a person, who by right of his/her position in a Sponsoring Organisation is legally responsible for committing the resources of that organisation.</p> <p>Voyage Schedule: the annual program of all research voyages undertaken by RV <i>Southern Surveyor</i>.</p>
<p>Policy provisions</p>	<p>Eligibility of Principal Investigators: to be eligible to submit a research proposal for assessment for inclusion in the MNF Voyage Schedule the PI named as the contact for any application must be:</p> <ul style="list-style-type: none"> • employed by an Australian research organisation; and • based in Australia. <p>Other Principal Investigators: Other PI's named in the application form can be from overseas research organisations, or work overseas for Australian research organisations, but all must sign the appropriate Project Authorisation on the application form.</p> <p>Endorsement of sponsoring organisation: a proposal will be ineligible unless an appropriate authority at each of the sponsoring organisations by which a named Principal Investigator is employed, guarantees that the Sponsoring Organisation will make available sufficient resources (people, funding and equipment) to ensure the successful completion of the proposed scientific work program. By signing the appropriate Project Authorisation on the application form the Sponsoring Organisation guarantees that the resources are, and will be made, available.</p>

	<p>Research proposals are within the capacity of the RV <i>Southern Surveyor</i>: any application for use of the MNF shall be considered ineligible, and will not be assessed, if:</p> <ul style="list-style-type: none"> • the proposed Area of Operations is outside the following limits: 25°N, 80°E, 125°W and 60°S; • the time, or distance travelled, required to successfully complete the research proposal exceeds the maximum endurance of the Southern Surveyor (26 days); • the equipment to be used for the research proposal cannot be safely deployed from the Southern Surveyor; • the number of scientific support staff required to successfully completed the scientific work program specified in the research proposal exceeds the number of available scientific berths on Southern Surveyor (up to 15). <p>Responsibility for ensuring eligibility: the Principal Investigator named as contact in the application form is responsible for ensuring that he/she and his/her proposal is eligible for assessment.</p> <p>Closing date for applications: no application will be assessed for time on the MNF if it is received later than the date specified by MNFSC as the closing date for applications for the annual Voyage Schedule.</p> <p>Incomplete applications: no application will be assessed for time on the MNF unless it is complete and contains all the information required by MNFSC.</p>
Related material	<ul style="list-style-type: none"> • RV <i>Southern Surveyor</i> – Application Pack.
Supporting Procedures/Guidelines	
ACCOUNTABILITIES	
Implementation	Director, Research Vessel
Compliance	Ship Management Group
Monitoring and Evaluation	Ship Management Group, MNFSC
Development and Review	Ship Management Group, MNFSC
Approval Authority	MNFSC

WHO SHOULD KNOW THIS POLICY?

All potential users of the MNF;
SAC; MNFSC; Ship Management Group.

REVISION HISTORY

Revision Ref No	Approved/Rescinded	Date	Authority	Document Title

2004/4/v.1	Approved	12-09-2004	MNF SC	Determining the eligibility of applicants and applications for use of the Marine National Facility
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EFFECTIVENESS OF THIS POLICY

Performance Indicators	Measures of effectiveness of policy – for example, how many questions have been asked about the policy and its implementation.
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