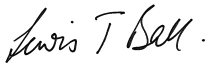
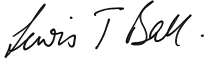




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Definition of Terms

Definitions in this Policy are the same as those in the Convention. Additional definitions that are specific to this Policy are as follows:

Access	to use or benefit from the use of SKAO resources, including time on a telescope and associated computing and network-related resources.
Director-General's Discretionary Time	time allocated by the Director-General outside the normal process of assessment by the Time Allocation Committee.
Key Science Projects (KSPs)	observing projects that require the allocation of significant observing time over a period longer than one Time Allocation cycle.
Member Time	time available for scientists from Members and Associate Members.
Observatory Data Products	data products produced by the SKAO.
Open Time	time available for scientists from Members, Associate Members and Non-Members.
Principal Investigator (PI) Projects	observing projects allocated through competitive process that are not Key Science Projects.
Share in the Project	as defined in the Financial Protocol.
Time Allocation	the process by which Access is allocated to SKAO users.



Preamble

This Access Policy (the "Policy") applies to all access to the instruments and data of the Square Kilometre Array Observatory (SKAO).

This Policy forms the framework for approval of the Access Rules and Regulations by the SKAO Council, established under the Convention establishing the Square Kilometre Array Observatory (the "Convention"). This Policy should be read alongside the provisions of the SKAO Financial Protocol and will take effect following approval by the SKAO Council.

This Policy primarily pertains to the routine operations phase of the SKA Project. Policies for science commissioning and early science phases will be determined by the SKAO Council.

Section 1: SKAO Science Programmes

1. Subject to sections 4 and 7, Time Allocation will be based on scientific merit and technical feasibility, evaluated via a common Time Allocation process.
2. With the approval of the SKAO Council, additional criteria may be employed in Time Allocation.
3. Time will be made available for Key Science Projects, Principal Investigator-led projects and Director-General's Discretionary Time. Additional Time categories, with associated principles of Access, may be introduced by the SKAO Council.
4. The SKAO Council will set the overall observing strategy for the SKAO, including the relative fraction of PI and KSP time available, policy for Director-General's Discretionary Time, and the amount of Open Time.



Section 2: Allocation of telescope time

1. The Director-General is responsible for Time Allocation, advised by a Time Allocation Committee (TAC).
2. The Director-General's responsibility will include all forms of available time.
3. The Director-General will provide a report to the SKAO Council following every Time Allocation cycle.
4. The SKAO Council may direct the Director-General to allocate time on the telescopes to other entities, such as States, international organisations and institutions that are not Members or Associate Members of the SKAO. Any such Time Allocations will be subject to arrangements approved by the SKAO Council

Section 3: Time Allocation Committee (TAC)

1. The Director-General will appoint the membership of the TAC based primarily on scientific expertise but with due consideration to Members' and Associate Members' relative Share in the Project.
2. The Director-General can appoint such domain-specific sub-groups as necessary in order to obtain the best possible advice for Time Allocation.
3. The Director-General will be free to appoint individuals to the TAC from outside SKAO membership.
4. Appropriate terms of reference will be developed for the TAC, to be approved by the SKAO Council.



Section 4: Member Time

1. SKAO will operate on the principle that Access is proportional to Members' Share in the Project.
2. The Council will agree a metric to enable monitoring and review of the level of Member Access.
3. Performance against that metric will be monitored and reviewed by the SKAO Council over a time period to be determined by the SKAO Council.
4. Following a review in accordance with section 4.3, and at the request of a Member, the SKAO Council may direct the Director-General to take measures to more closely align that Member's Access with their Share in the Project. The SKAO Council will make provision to allow Access for SKAO Staff.

Section 5: Access for Associate Members

1. For the purpose of Access as described in section 4, Associate Members will be treated in the same way as Members unless otherwise determined by the Council.

Section 6: Open Time and Access for Non-members

1. Provision will be made for Open Time, at a level to be determined by the SKAO Council.
2. The SKAO Council may set a limit on the level of time allocated to scientists from a single non-member.
3. The process for allocating Open Time will operate in the same manner as for Member Time, within the boundaries set by the SKAO Council's observing strategy as described in section 1.



4. Subject to SKAO Council approval, Members and Associate Members may make all or a proportion of their time available as Open Time.
5. Membership of KSP teams by scientists from Non-Members will be limited to non-management roles with a clearly articulated benefit to the team and to an overall fraction as defined by the SKAO Council in accordance with the Access Rules and Regulations.
6. Membership and leadership of PI teams by scientists from Non-Members will be limited in accordance with the Access Rules and Regulations

Section 7: Availability of data and data products

1. Observatory data products are to be made openly available after a suitable proprietary period to be determined by the SKAO Council.
2. The Director-General will have discretion to alter the proprietary period in individual cases in consultation with the PI.

Section 8: Data ownership

1. All data taken by the SKA is owned by the SKAO. Ownership shall not impact the free access to the data for use by observers and the astronomical community, according to the policies described in this document.
2. Limited data rights will be granted to observers or observing teams that are project-specific and exclusive only for a limited time (the proprietary period).
3. The SKAO Access Rules and Regulations will detail the process to be followed for discoveries that fall outside the project-specific rights considered in section 8.2



Section 9: Access for new Members

1. Access to existing programmes, including membership of KSP teams, for new Members and Associate Members will be negotiated at the point of joining SKAO. Access arrangements for co-operating partners will be set by the SKAO Council.

Section 10: Withdrawal from SKA

1. From the date that a Member's withdrawal from the SKAO becomes effective, the relevant state or international organisation will become a Non-Member for the purpose of determining Access.
2. From the date an Associate Member ceases to be an Associate Member of the SKAO, the relevant state or international organisation will become a Non-Member for the purpose of determining Access.

Section 11: Amendments

1. The SKA Council, may, by two-thirds majority, amend this policy.
2. Section 4.1 of this policy will require unanimity of the Council to amend.
3. The SKAO Council may, by a two-thirds majority, agree a deviation from this Policy other than the clauses identified under section 11.2



A.1 Applicable documents

The following documents are applicable to the extent stated herein. In the event of conflict between the contents of the applicable documents and this document, **the applicable documents** shall take precedence.

[AD1] The Convention establishing the Square Kilometre Array Observatory

LIST OF ABBREVIATIONS

KSP Key Science Projects
PI Principal Investigator
SKA.....Square Kilometre Array
SKAO SKA Observatory
TAC.....Time Allocation Committee



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SKAO
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POLICY APPROVAL AND OWNERSHIP DETAILS

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