

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE			
<b>Subject:</b>	NSLS User Access Policy		
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M
		<b>Effective:</b>	3-6-2012
			<b>Page 1 of 12</b>
Prepared By:	K. Nasta	Approved By:	Qun Shen
		Approved By:	

\*Approval signatures on file with master copy.

The National Synchrotron Light Source (NSLS) is a dedicated synchrotron radiation facility available to scientists and researchers worldwide. The mission of Photon Sciences (PS), which operates the NSLS facility, is to support NSLS facility users in doing outstanding science in a safe and environmentally friendly manner. This document outlines the general policies for user access to the NSLS facility. It is designed to achieve the following objectives:

- Ensure open and fair access to the NSLS facility by the scientific community at large
- Sustain the highest standards of scientific and technical excellence
- Responsive and adaptable to varying user needs and funding realities

### [1. Modes of User Access](#)

### [2. Types of Beamlines](#)

### [3. Peer Review and Advisory Bodies](#)

### [4. Beam Time Allocation](#)

### [5. Environment, Safety, and Health Responsibilities](#)

### [6. Equipment Damage](#)

### [7. Disposition of Beamline Instrumentation](#)

### [8. Reporting Requirements](#)

### [9. Laboratory Space on the Experimental Floor](#)

## **1. Modes of User Access**

The methods for obtaining beam time at the NSLS facility are listed below.

### **1.1 General Users**

General Users (GUs) are individuals or groups, including Photon Sciences (PS) staff, who need access to beam time to carry out their research using either Facility or Participating Research Team (PRT) Beamlines. They typically only supply samples, but can also provide custom instrumentation or endstations for the duration of their experiments.

There are two ways General Users may receive beam time. These are described in the following subsections.

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 2 of 12</b>

### 1.1.1 General User Proposals with Beam Time Requests

A General User may apply for access by submitting a scientific proposal that is evaluated by three members of the Proposal Review Panel (PRP). The PRP assigns a numerical rating, according to prescribed guidance, and a recommended beam time allocation for the proposal. The General User Proposal, once rated, is valid for two years, and a "Beam Time Request" must be submitted for each cycle in which the user requests beam time. Beam Time Requests are submitted for the next operating cycle. On a limited number of beamlines, a user may also submit a "Current Cycle Request" (see section 1.1.2) against a previously rated General User proposal at any time during the cycle. The proposal is not rated again but will undergo beamline feasibility review, allocation, and scheduling. The amount of beam time allocated to the proposal in a given cycle depends on the rating of the proposal relative to other proposals requesting beam time, on beam time availability, and on demonstrated progress from previous cycles (if applicable). For General User proposals only, a proposal that does not get allocated beam time will receive a one-time rating improvement of 0.3 points. Once the proposal receives beam time, its rating will return to the original rating for subsequent cycles.

### 1.1.2 General User Rapid Access Proposals and Current Cycle Requests

Rapid Access proposals may be submitted on a limited selection of beamlines, which are identified in the PASS system (inclusion in the Rapid Access system requires approval of both the PS management and the beamline spokesperson and/or local contact; typically these are beamlines that have excess capacity in most scheduling cycles). Rapid Access proposals may be submitted at any time during the cycle, require review by only one member of the associated PRP, and are valid for one year. The review is a yes or no decision (as opposed to a numerical rating) where a yes is considered to be a score equivalent to approximately 2.5 or better. For this decision, PRP members will consider scientific merit, technical feasibility, capability of the experimental group, and availability of the resources required, as is done with regular, two-year proposals. Beam time requests associated with two-year General User proposals are allocated prior to review/allocation of beam time requests associated with Rapid Access proposals in order to ensure that Rapid-Access proposals do not effectively bypass the normal proposal review system.

## 1.2 Contributing Users

Contributing Users (CUs) are individuals or groups who carry out research at Facility Beamlines and also enhance their capabilities or contribute to their operation. CUs typically develop instrumentation in some manner, bringing external financial and/or intellectual capital into the development of the beamlines or making an external contribution to the operation of the beamlines. PS staff may be CU members with the approval of the PS Associate Laboratory Director if they were instrumental in obtaining the external funding that supports the CU's mission. CU contributions must be made available at no charge to the General Users and so benefit them as well as enhance the

<b>Subject:</b>	NSLS User Access Policy		
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M
		<b>Effective:</b>	3-6-2012
			Page 3 of 12

capabilities of the facility. To encourage involvement and in exchange for supporting the GU program, CUs may be recognized for their investments by receiving a specified percentage of beam time on one or more beamlines for a period of up to three years, with the possibility of renewal. CU beam time can only be used by members of the CU (list updated annually) or General Users who have had proposals peer-reviewed by the NSLS Proposal Review Panel, or researchers with proposals reviewed by an equivalent review panel. CU members may apply for GU beam time on their own beamline(s). One or more CU groups may be awarded beam time on a given Facility beamline, but the total CU time will be limited so that at least 25% of the available beam time is allocated to General Users. CU proposals will be reviewed and approved by PS Scientific Advisory Committee (SAC).

If a CU is comprised of more than one member, the Proposal serves as a Memorandum of Understanding between CU members describing the contributions and responsibilities of each CU member. An Agreement must also be established between PS and the CU Group to describe the privileges and obligations of both parties. Items specified in the Agreement include allocation of beam time and/or laboratory space to CUs, the obligation of the CU to maintain or operate contributed instrumentation for GUs, an understanding as to who would make improvements to facilities and/or equipment, and an agreement to follow NSLS facility policies regarding equipment damage (see section titled, "Equipment Damage"). The Agreement will remain in effect until its expiration date unless revoked by PS management.

CUs have an additional responsibility to provide safety training for GUs working with their equipment as well as safety training and oversight for CU members working at the beamline. Details of these responsibilities are provided in the NSLS facility ES&H policy.

### 1.3 Participating Research Teams

Participating Research Teams (PRTs) are a special case of a Contributing User group in which the PRT has brought in external funds to build, maintain, staff and operate a beamline. PRTs are obligated to provide at least 25% of the available beam time for use by General Users and to provide training and assistance to General Users who are allocated beam time on their beamline. In exchange, the PRT has complete control over the beamline and manages its scientific program for up to 75% of the remaining available beam time for a period of up to three years, with the possibility of renewal. In any given cycle, PRTs may choose to give back a fraction of their own beam time to the GU program. In this event, GU awards will first consider unallocated peer-reviewed proposals and then unallocated rapid-access proposals. PRT members may not apply for General User beam time on their own beamline, but they may apply for GU beam time on other beamlines. PRT proposals will be reviewed by the PS SAC, and approved by the PS management.

A Memorandum of Understanding must be established between PRT members describing the contributions and responsibilities of each PRT member. NSLS facility staff may be PRT members with the approval of the PS Associate Laboratory Director if external funding supports their efforts, but the NSLS facility may not be an institutional

<b>Subject:</b>	NSLS User Access Policy		
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M
		<b>Effective:</b>	3-6-2012
			Page 4 of 12

member of a PRT. An Agreement must also be established between the PRT and PS to describe the privileges and obligations of both parties. Items specified by the Agreement include allocation of beam time and laboratory space to the PRT, the obligation of the PRT to maintain and operate the beamline and its endstations, to staff the beamline, to make improvements in facilities, to work jointly with the PS staff to promote use of the PRT beamline by GUs, to make beamline facilities accessible to GUs at no charge, to support GUs accessing the beamline facilities, and to agree to follow NSLS facility policies regarding equipment damage and completion of the PRT program. The agreement will remain in effect until its expiration date unless revoked by the PS Associate Laboratory Director.

PRTs have an additional responsibility to provide safety training and oversight to ensure that PRT members and General Users operating at their beam lines or with their equipment understand and comply with applicable NSLS facility safety requirements. Details of these responsibilities are provided in the NSLS facility ES&H policy.

#### **1.4 Methods and Instrumentation Development Teams**

Methods and Instrumentation Development Teams (MIDTs) are groups who undertake development of synchrotron radiation methods or instrumentation on NSLS facility Diagnostic & Instrumentation (D&I) Beamlines (see Section 2.3).

- MIDTs submit proposals to the NSLS facility for extended blocks of beam time adequate for method and instrumentation development on a D&I Beamline. The proposal must include a Safety Approval Form that includes a detailed safety analysis of their proposed activities. The proposals are reviewed by the NSLS Methods and Instrumentation Proposal Review Panel. Final approval of these proposals and allocation of beamtime rests with the PS management staff. The selection process is reviewed annually by the PS SAC.
- The MIDT must demonstrate sufficient resources to carry out the proposed technique or instrumentation development program, including the operating costs of their endstation and associated equipment during their beamtime.
- The MIDT must provide operational safety oversight when they are performing work at NSLS facility.
- Collaboration with PS staff in the development program is strongly encouraged but not required.

#### **1.5 Proprietary Research**

Users of the facilities include academic, industrial and government scientists and engineers. While the vast majority of user research should be in the public domain, and so must be disseminated by publication in the open literature, there may be access for a reasonable percentage of proprietary research that utilizes these unique facilities to benefit the national economy. Proprietary research is defined as that for which users request confidentiality of proposal, data and results for a certain period of time. Proprietary research is conducted under a Class Waiver for Proprietary Users of Energy Research Designated User Facilities. Prior to commencing work, any institution

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 5 of 12</b>

conducting proprietary research is required to sign a Proprietary Use Agreement with Brookhaven National Laboratory. Users conducting proprietary research may access beam time as either General Users, Contributing Users, or as members of a PRT. Proprietary research is the only mode of user access for which there is a charge for beam time. Full cost recovery will be obtained for proprietary research. Proprietary research is charged based on actual beam time used plus one hour for start up and one hour for close out on each individual experimental run. Actual beam time used will be determined based on the elapsed time between when the beamline is enabled and disabled for the experiment. When 5 minutes or more has elapsed into the next hour, a full hour will be charged. Proprietary users must have an account in place with Brookhaven National Laboratory, and a balance equal to the cost of 100 percent of the estimated annual proprietary usage must be maintained.

Proprietary research will be reviewed by the PS Photon Sciences Division Director, or his/her designee, who makes an approved/denied decision based on the value of the proposed research and the demand for GU beam time on the requested beamline. Once approval is given to a Proprietary proposal, this proposal is given priority for allocation of beam time.

## 1.6 Classified Research

Classified Research can be performed at the NSLS facility. Extensive discussions with the PS Associate Laboratory Director must take place in advance of such research. Due to extensive security requirements, such research is not generally encouraged at the NSLS facility.

---

## 2. Types of Beamlines

Note that under special circumstances, the beam time available on a beamline in a given cycle may be less than 100%, such as during a major upgrade of the beamline.

### 2.1 Facility Beamlines

Facility Beamlines are controlled and managed by Photon Sciences. At least 25% (and more typically, 50%) of available beam time is open to General Users. Of the remaining beam time, up to 25% can be utilized by beamline staff for research, maintenance or upgrades of the beamline, with the remaining available beam time open to Contributing User(s).

### 2.2 PRT Beamlines

PRT beamlines are controlled and managed by the PRT, whose staff members operate the beamline. PS will design and construct the front end of the beamline. PS will retain ownership of the front end and be responsible for its maintenance. PS will also design and maintain the personnel safety interlock system and vacuum protection system.

### 2.3 Diagnostic and Instrumentation Beamlines

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 6 of 12</b>

PS may establish a small number of beamlines for facility needs for machine diagnostics, detector development, or instrumentation and/or technique development. These Diagnostic and Instrumentation Beamlines are not open to the General User program.

- D&I beamlines are available for use by Method & Instrumentation Development Teams (MIDTs) that include experienced synchrotron radiation users who will be directly involved in work done on the beamline.
- D&I beamlines receive only limited technical support from the NSLS facility staff, at a priority level lower than support of beamlines that provide GU access.
- D&I beamlines must have a spokesperson who is a member of the NSLS facility scientific staff.
- D&I beamline staff may utilize up to 20% of the beam time for maintenance, upgrades, or their D&I projects.

---

### 3. Peer Review and Advisory Bodies

The key to delivery of outstanding science is rigorous peer review that is fair, clear, expedient and sensitive to the needs of users. The following advisory committees play key roles in providing this.

#### 3.1 Scientific Advisory Committee (SAC)

PS has a SAC that advises the Associate Laboratory Director on policies related to the optimization of the quality and quantity of the scientific productivity of the facility. The SAC provides guidance on issues such as the terms of the Agreements between the facility and its CUs, MIDTs and PRTs, whether the CUs, MIDTs and PRTs are fulfilling the terms of their Agreements and are maintaining the highest quality of research and utilization of beam time, facility budget priorities, and the conduct of performance evaluations. The SAC will be composed of distinguished scientists from both inside and outside the synchrotron radiation community. Delegates are not allowed to substitute for SAC members at SAC meetings. Appointments to the SAC are made by the Associate Laboratory Director based on nominations from the user community, the PS management, and its advisory bodies.

#### 3.2 Users' Executive Committee (UEC)

PS maintains a relationship with the UEC of the Brookhaven Photon Sciences Users' Association that is elected by the user community at large. The UEC serves as the official voice of the user community in its interactions with PS and BNL management. The UEC elects its Chair and Vice-Chair from among its members, and the UEC Chair has an *ex officio* seat on the PS SAC.

#### 3.3 Proposal Review Panels

##### 3.3.1 Proposal Review Panel

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 7 of 12</b>

Evaluation of General User and MIDT proposals is carried out by appropriately constituted Proposal Review Panels (PRPs). Every effort is made to ensure the confidentiality of proposals and they are not generally made available outside of the PRPs that evaluate them. The rank order of scores generated by the PRPs is the primary input in the allocation of General User beam time. The PRP will provide feedback to the investigators on the quality of their proposals and, where relevant, on perceived weaknesses. The PRP will consist only of scientists external to PS and with expertise in various research fields using synchrotron radiation. Appointment to the PRPs will be made by the PS management or designee(s) based on input from the user community and suggestions from PS management.

### 3.3.2 Proposal Oversight Panel

The Proposal Oversight Panel (POP) is a group consisting of chairpersons of each of the Proposal Review Panels (PRPs). The POP has the charge to:

- Provide missing third reviews of the regular PRP process.
- Review proposals with large (>1.5 points between high and low) rating discrepancies.
- Resolve disputes related to proposal rating appeals.

#### Missing Third Reviews

The POP will complete any missing third reviews of the regular PRP process. The POP may perform the third review themselves, delegate to another reviewer, or if the two existing scores are close, choose to accept the two reviews as adequate.

#### Review of Discrepant Proposal Ratings

The POP reviews the proposal ratings of new proposals in which there is a discrepancy of greater than 1.5 points between the lowest and highest rating. The POP reviews the comments and ratings, and decides whether a reviewer's rating should remain or if a reviewer's comments should be removed and the PI's proposal rating be re-averaged. The POP may also choose to provide an additional review.

#### Appeal of a Proposal Rating

The rating received on a proposal may be appealed in cases where a complete description of the proposed experiment was provided, but the reviewer's comments make it evident that the proposed project was not correctly understood or was given an inappropriate rating. The appeal will be reviewed by the POP, and a final decision of the rating will be made.

The PI should submit an appeal immediately after receiving the rating score and reviews from the PASS system. The PI must submit an appeal prior to the POP meeting, which is scheduled approximately 5 weeks after the submission deadline.

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 8 of 12</b>

Please contact [nsfspass@bnl.gov](mailto:nsfspass@bnl.gov) for further information on the appeal process and/or to submit an appeal.

The POP meets approximately one week prior to the Allocation Panel meeting.

### 3.4 Evaluation Criteria

The evaluation criteria used in the peer review procedures will take, as their starting point, the criteria proposed by the International Union of Pure and Applied Physics in its recommendations on the operation of major user facilities, which are:

- Scientific merit
- Technical feasibility
- Capability of the experimental group

These criteria may be supplemented with additional requests, for example to justify the need for the higher performance of an undulator beamline. The paramount criterion will be the scientific merit of the individual proposal.

### 3.5 Appeal of a Proposal Rating

The rating received on a proposal may be appealed in cases where a complete description of the proposed experiment was provided, but the reviewers' comments make it evident that the proposed project was not correctly understood or was given a low rating inappropriately. The appeal will be reviewed by the Proposal Oversight Panel (POP) prior to allocation for the upcoming cycle, as described in Section 3.3.2.

## 4. Beam Time Allocation

### 4.1 Beam Time Allocation for General Users

Allocation of beam time for General Users on all beamlines will be performed by the NSLS facility Beam Time Allocation Committee (BTAC). PS management will have ultimate responsibility for effective and efficient utilization of beam time on all beamlines.

### 4.2 Beam Time Allocation for PRT Members

PRTs will manage their scientific program and allocate beam time among their members.

### 4.3 Beam Time Allocation for CUs

CUs will manage their scientific program and allocate beam time among their members subject to the following: for each cycle, prior to the submission deadline for GU proposals, CUs must declare the number of days they will utilize, up to their total award

<b>Subject:</b>	NSLS User Access Policy					
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b>	3-6-2012	<b>Page 9 of 12</b>

for the upcoming cycle. If no declaration is made or the declaration is not timely, the entire allocation on that beamline will be transferred for use by GUs.

#### **4.4 Beam Time Allocation for MIDTs**

Allocation for beam time for Methods and Instrumentation Development Teams (MIDTs) will be decided upon by PS management, who will also have ultimate responsibility for effective and efficient utilization of beam time on these beamlines.

#### **4.5 Unanticipated Loss of Beam Time**

For all facility users, a loss of beam time due to events beyond the control of the NSLS facility will not be recompensed. This includes accelerator failure and the catastrophic failure of a major beamline component.

---

### **5. Environment, Safety, and Health Responsibilities**

All users, regardless of the mode of their access to the NSLS facility, are required to abide by the NSLS facility requirements for safety, including timely submission of Safety Approval Forms (SAFs), successful completion and maintenance of required training, and other additional requirements identified in the safety reviews or training program applicable to the research of the user. Failure to adhere to these requirements can result in suspension or revocation of the user's access to the NSLS facility.

---

### **6. Equipment Damage**

GUs are required to follow all procedures that have been established to safeguard beamline and endstation instrumentation. Failure to adhere to these procedures can result in suspension or revocation of the user's access to the NSLS facility. In the unfortunate event that a GU, CU, MIDT, or PRT member damages CU, MIDT, or PRT instrumentation, PS is not responsible for repairing or replacing the instrument. It is expected that the researcher who damaged the instrumentation will act in a responsible manner. If the damaged instrument is an integral component of the CU, MIDT, or PRT program and not repaired or replaced, then the CU, MIDT or PRT program is subject to reevaluation by the PS SAC.

---

### **7. Disposition of Beamline Instrumentation**

If the CU, MIDT, or PRT Agreement is not renewed or is terminated prematurely, the members of the CU, MIDT, or PRT are obligated to submit a plan to the PS Associate Laboratory Director, within 45 days of the cessation of operations, covering disposition of the beamline equipment. The CU, MIDT, or PRT is responsible for removing all CU-, MIDT- or PRT-owned instrumentation from the beamline unless a prior arrangement has been agreed upon between the CU, MIDT, or PRT and the PS Associate Laboratory Director.

---

Brookhaven National Laboratory/ LIGHT SOURCES DIRECTORATE				
<b>Subject:</b>	NSLS User Access Policy			
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012
				<b>Page 10 of 12</b>

## 8. Reporting Requirements

### 8.1 All NSLS Facility Users

An NSLS facility end-of-run form will be completed at the conclusion of each experiment.

Non-Proprietary Users are required to submit to the NSLS facility citations for all publications and information pertaining to any patents resulting from experiments that utilize one or more NSLS facility beamlines. The following acknowledgment must be used when referencing work done at the NSLS facility: "Use of the National Synchrotron Light Source, Brookhaven National Laboratory, was supported by the U.S. Department of Energy, Office of Science, Office of Basic Energy Sciences, under Contract No. DE-AC02-98CH10886."

### 8.2 Participating Research Teams

The PRT is required to submit an annual progress report to the PS User Administrator. If PRT performance does not meet expectations as stated in the PRT Agreement, the PRT is subject to termination by the PS Associate Laboratory Director, subject to review by the PS SAC.

### 8.3 Contributing Users

The CU is required to submit an annual progress report to the PS User Administrator. If the CU performance does not meet expectations as stated in the CU Agreement, the CU is subject to termination by the PS Associate Laboratory Director, subject to review by the PS SAC.

### 8.4 Methods and Instrument Development Teams (MIDTs)

The MIDT is required to submit an annual progress report to the PS User Administrator. If the MIDT performance does not meet expectations as stated in the MIDT Agreement, the MIDT is subject to termination by the PS Associate Laboratory Director, subject to review by the PS SAC.

---

## 9. Laboratory Space on the Experimental Floor

Space on the experimental floor will be allocated in accordance with the following priorities, in order of importance:

1. processing and assembly of samples used in facility user science programs.
2. assembly and testing of new end station instrumentation.

Only after the preceding needs are satisfied, space may be used for administrative needs or for short-term (under 30 days) storage.

<b>Subject:</b>	NSLS User Access Policy				
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M	<b>Effective:</b> 3-6-2012	<b>Page 11 of 12</b>

Long-term storage of equipment on the experimental floor is not permitted. Storage and office space may be available in areas nearby, possibly at cost to the user.

<b>Subject:</b>	NSLS User Access Policy		
<b>Number:</b>	LS-UA-0001	<b>Revision:</b>	M
		<b>Effective:</b>	3-6-2012
			<b>Page 12 of 12</b>

### LIGHT SOURCES DIRECTORATE REVISION LOG

<b>Document Number:</b>	LS-UA-0001	
<b>Subject:</b>	NSLS User Access Policy	
Rev	Description	Date
0	Initial Document	09-1988
0	Entire replacement of document	09-08-1997
A	Add Section 2.3.6 - Foreign Nationals	09-22-1999
B	Changes made to all sections to reflect current policy and procedures pertaining to ESH, users, and facility access.	04-30-2004
C	Sections 1 through 7 of former NSLS User Access Policies and Procedures replaced with NSLS User Access Policy. NSLS procedures in process of being incorporated into separate document.	11-17-2004
D	Minor modifications in Sections 1.2, 1.3, 1.6, 2.1, 3.1, 3.2, 3.3, and 4.1. New sections 6 through 9 added.	03-31-2005
E	Modification to Section 8.1, Paragraph 2	04-08-2005
F	Modification to Section 1.2, Paragraph 2	06-07-2005
G	Modification to Section 1.2, Paragraph 1. Modification to Section 2.1	11-28-2005
H	Change to names of preparer and approver	01-18-2006
I	Document reviewed	01-05-2007
J	Document reviewed and modifications to Sections 1.1, 1.3, 1.4, 3.3, and 3.5.	02-11-2008
K	Added subsections 1.4, 2.3, 4.4 and 8.4, and made slight changes to update Sections 6, 7, 9	4/1/2009
L	Clarified proprietary charges per hour on page 5, Section 1.6, paragraph 2, and removed last bulleted item on page 8, Section 3.4, as this is no longer applicable with new proposal rating criteria.	10/29/2009
M	Clarified user access for Contributing User teams (on their own time); removed a statement about intellectual property protection for proprietary users that was not correct and not clear. Clarified policy of improvement of score when no beamtime is allocated (section 1). Clarified GU minimum percentages on facility beamlines. Removed reference to multi-technique proposals, which will no longer be accepted beginning with the cycle starting May 2012. Revised throughout the document the usage of NSLS Chair and management to reflect re-organized Photon Sciences Directorate.	3/6/2012