

Policy for placement of equipment

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## Policy for placement of equipment on the premises of the LU Humanities lab

The LU Humanities Lab is a university-wide interdisciplinary infrastructure for research located at the HT faculties. The LU Humanities Lab hosts a range of technical equipment, expertise, and provides training in the technologies at hand.

In cases where equipment is physically located on the Humanities Lab's premises, but does not belong to the Humanities Lab, the following applies:

- Equipment that belongs to another department within Lund
  University and is thus inventoried at the university, and which is
  used for method development in collaboration with the owner
  department, may be used by the lab's employees, but is not bookable
  and the owner always has priority. Written agreements must be in
  place.
- Equipment that does not belong to LU but is owned by a company/organization or equivalent that is being tested/evaluated prior to procurement may only be used by specially designated personnel in the lab. Written agreements must be in place.
- Equipment that is borrowed where there is an agreement between the owner and the Lab may be used by all users and booked according to normal routines. Written agreements stipulating the terms must be in place.

If the counterpart have different wishes to the ones outlined above, this must be stated in the written agreement between the parties.

This decision was made by the Humanities Lab's steering group after a presentation by administrative coordinator Maja Petersson.