

POLICY

The Aurora Research Institute (ARI) may make its resources available to researchers upon request.

PRINCIPLES

1. Aurora Research Institute's mandate is to improve the quality of life for NWT residents by applying scientific, technological, and Indigenous knowledge to solve northern problems and advance social and economic goals.
2. Aurora Research Institute conducts and supports research that contributes to the social, cultural, and economic prosperity of the people of the NWT.
3. Aurora Research Institute resources primarily support science programs and individuals and agencies doing research in the western NWT.

SCOPE

This policy applies to researchers who are external to Aurora College and who are using ARI resources.

1 GENERAL

- 1.1 Researchers will request resources using a current Aurora Research Institute Logistical Support Request Form and submit it to the Logistics and Administration Assistant.
- 1.2 The Logistics and Administration Assistant will forward the request to the appropriate Research Centre Manager.
- 1.3 The Research Centre Manager will decide the type and level of support to give to individual researchers and agencies. ARI will bill based on the current Aurora Research Institute Fee Schedule for all support that is not in-kind. The Vice President, Research is the only person who can approve in-kind support.
- 1.4 The Aurora Research Institute will confirm the type and level of support to be provided to the researcher in writing (usually via email).
- 1.5 ARI may charge an administration fee to researchers who cancel their requests less than 48 hours prior to their booking.
- 1.6 If ARI cancels the support agreement, the Research Centre Manager will provide the Vice President, Research with a background report detailing the rationale for the decision and the actions taken.
- 1.7 References to staff members in authority (e.g. Vice President, Research) may include a designee acting on her or his behalf.

2 VEHICLES

- 2.1 Researchers will have all required licences and certifications and shall sign an Aurora Research Institute liability waiver before using an ARI vehicle.
- 2.2 Researchers will provide ARI with a copy of licences and certifications required to operate ARI vehicles (driver's licence, boating certification, first aid certification, etc.).
- 2.3 ARI may require researchers to demonstrate competency operating a vehicle before allowing the researchers to use the vehicle.
- 2.4 Drivers of passenger vehicles will be 19 years of age or older and appropriately licensed.
- 2.5 Drivers of snowmobiles and other ATVs will be 16 years of age or older, unless there is a local bylaw that prescribes a different age and issues a licence or permit.
- 2.6 If there is to be any travelling on or across a constructed ice road, drivers will have the appropriate licences.
- 2.7 If there is to be any travelling on or across a public highway outside of municipal limits, drivers will have the appropriate licences.
- 2.8 The principal driver of a boat with a motor will be 16 years of age or older and appropriately certified.

PROCEDURES, FORMS, AND RULES

The Vice President, Research (or designee) is responsible for managing the supporting procedures, forms, and rules for this policy.

Forms are available on SharePoint and at <http://www.nwtresearch.com>.

RELATED POLICIES

H.05 College Use of Aurora Research Institute Resources

H.08 Vehicle Use

RELATED AURORA COLLEGE BYLAWS

None

FACT SHEET**DATES:**

1995-02	New policy issued.
2002-03	Policy revised. Policy and Program Committee Motion PP#40-2002. Board of Governors Motion BG#113-2002. Implemented April 6, 2002
2018-06-08	. Policy revised. Approved by Public Administrator Ref.#Admin-23-2018. Implemented July 1, 2018.
2023	Next scheduled review