

Sample Request Submission - Guidance Notes

Submission of Sample Requests

Proposed Research Statement

All requests must be accompanied by a summary paragraph describing the study for which samples are required, including the project objective, the names of collaborating investigators and analysis methods to be used. If samples from the same cores have been used in similar studies justify the duplication of the previous work.

Follow-on Sample Requests

Subsequent sample requests during the same investigation should include a statement that describes progress of the study and justification for additional material. Approval of an initial request does not guarantee approval for subsequent access to the core collection.

Compulsory sample information

Each sample must be identified by: cruise number, core number, section number and section depth. Surface sediment (core top) material is frequently requested and is typically taken from the tops of multi and mega cores. However, given that core tops are a limited and valuable source of material, requests for such samples are reviewed by the BOSCORF Advisory Group. Many of our older gravity and piston cores no longer have any core top material.

Number of Samples

Our policy is to not send large numbers of samples at the beginning of an investigation. A pilot study can often determine if more samples will be required later and these will be supplied if necessary, subject to further sample request application. For example, do not initially request "samples at 5 cm intervals" from a number of cores, unless you can justify why high density sampling is necessary. The BOSCORF curatorial staff can provide assistance in developing an effective sampling strategy. In addition, if you are requesting a large volume of samples, more than 100, we ask that you make arrangements to visit us and take the samples yourself.

Sample size

Please indicate the minimum sample size or volume necessary. In general, we do not supply samples larger than about 5 cc (about 8-12 grams depending upon sediment type, or an approximately 0.5 cm thick quarter section of split core); larger sample volumes need to be justified. Samples from core tops are restricted to 1 cc (2 g) volumes.

Core sites requiring special consideration

Some cores, having been heavily sampled in the past, and no longer have material available for sampling or are critically low in material. Requests for samples from such cores will be reviewed by the BOSCORF Advisory Group.

Processing of Sample Requests

All sample requests are initially reviewed by the Curator. Requests involving core top samples, large volume samples and/or samples from depleted cores will be further reviewed by the BOSCORF Advisory Board.

Sampling

It is preferred that the investigator undertakes the actual sampling, however, it may be possible for BOSCORF staff to undertake the sampling if requested. BOSCORF staff will provide training and offer assistance to investigators undertaking the sampling. Samples are normally shipped within 3 weeks of approval by the Curator/Advisory Board. Sampling tools and plastic bags for sediment are available. If you do visit, please wait for our response regarding your request before making travel plans. You are welcome to use the repository facilities including the library of published reports, core descriptions, core photographs, etc. Computers can be made available for e-mail, searches, and data entry pertaining to your sampling.

Investigator Responsibilities

We request that you acknowledge the British Ocean Sediment Core Research Facility in all publications resulting from use of our samples (e.g.: Sample material used in this project was provided by the British Ocean Sediment Core Research Facility).

Recipients of samples should not allow research projects that differ substantially from projects originally proposed in sample requests to be undertaken by themselves or others without first obtaining approval from the Curator.

One electronic copy of all published reports, papers, or data where BOSCORF samples have been used should be sent to the Curator (boscorf@noc.ac.uk) for inclusion in the facility's library and in the facility's list of publications. This assists us to track the effectiveness of NERC's investment in national sample archiving facilities and can justify future sample requests by an investigator.

Samples are a precious scientific resource, therefore we request unused sample material be returned. These samples can often be used to fulfil other sample requests. Palaeomagnetic samples should also be returned with a description of laboratory techniques applied to the samples (e.g., thermal demagnetization, etc.).