

## Appendix 4

### Costs and Service Catalogue for Internal and External Users

#### Internal Users

For the use of the Research Greenhouse North Campus in the areas of research and teaching (fulfillment of public duties), internal users who are not part of the DNPW are charged basic costs in the form of a usage lump sum (base fee). In addition, project-specific costs (personnel services and consumables) are billed based on actual usage. For users not affiliated with the Faculty of Agricultural Sciences, a proportionate share of investment costs for the LED lighting system is charged based on usage.

#### Rounding and Billing Rules

- Area charge: €/m<sup>2</sup>/month, pro rata temporis (minimum billing: 1 week).
- Personnel services: 30 minutes counted as a full unit (rounded up).
- Billing: via internal service accounting (ILV).

<b>1. Area Lump Sums for Greenhouse Cabins</b>			
Tariff	Description	Rate (€/m <sup>2</sup> /month)	Project-specific
BASIS	Daylight, basic irrigation, monitoring	0.59	No
QUARANTINE	Hygiene level / restricted areas / S1	+25% on BASIS area charge	No
LED	Lighting	6.30	No

<b>2. Personnel and Service Rates</b>			
Service	Unit	Rate (€/unit)	Project-specific
Horticultural crop care (pricking out, repotting, maintenance, monitoring)	Hour	32	Yes
Technical support (climate programs, sensor systems, troubleshooting)	Hour	45	Yes
Plant protection application (additional materials at cost price)	Hour	45	Yes
Experiment planning, sample preparation, trial documentation, evaluation, equipment-specific support	Hour	45	Yes
Basic cleaning	Project/cabin	120	Yes
Basic orientation (house rules, hygiene, occupational safety)	Person	25	No

<b>3. Consumables and Media</b>				
<b>Sub-item</b>	<b>Examples</b>	<b>Pricing</b>	<b>Billing</b>	<b>Project-specific</b>
Supplied from existing stock or procured by service unit	Substrates, pots/trays, labels, nutrients/media, CO <sub>2</sub>	Cost price + 10% handling fee	Internal service accounting	Yes
Direct procurement by user	Special substrates, specialty pots, seeds	Purchased via project funds	Documentation maintained within the project	Yes

### **External Users**

For use by external partners, full costs are charged (area, personnel services, consumables, and, if applicable, quarantine/special hygiene requirements). The basis for calculation is the duration and extent of use. Standard preparatory and follow-up work up to one hour per project start or completion is included; any additional work beyond this is billed separately. A usage agreement is concluded prior to commencement (scope of services, duration, fees, payment terms, cancellation policy, liability). VAT is charged additionally and itemized separately. Exceptions to these rules remain valid in cases involving the forwarding of grants.