

# Guidelines for Research in SNP+

In the Swiss National Park (SNP)

In the Regional Nature Park Biosfera Val Müstair (BVM)

In the buffer and transition zone Scuol of the UNESCO Biosphere Reserve Engiadina Val Müstair (UBEVM)

And in the UBEVM Development Perimeter

The entire area is referred to as "SNP+" in this document.

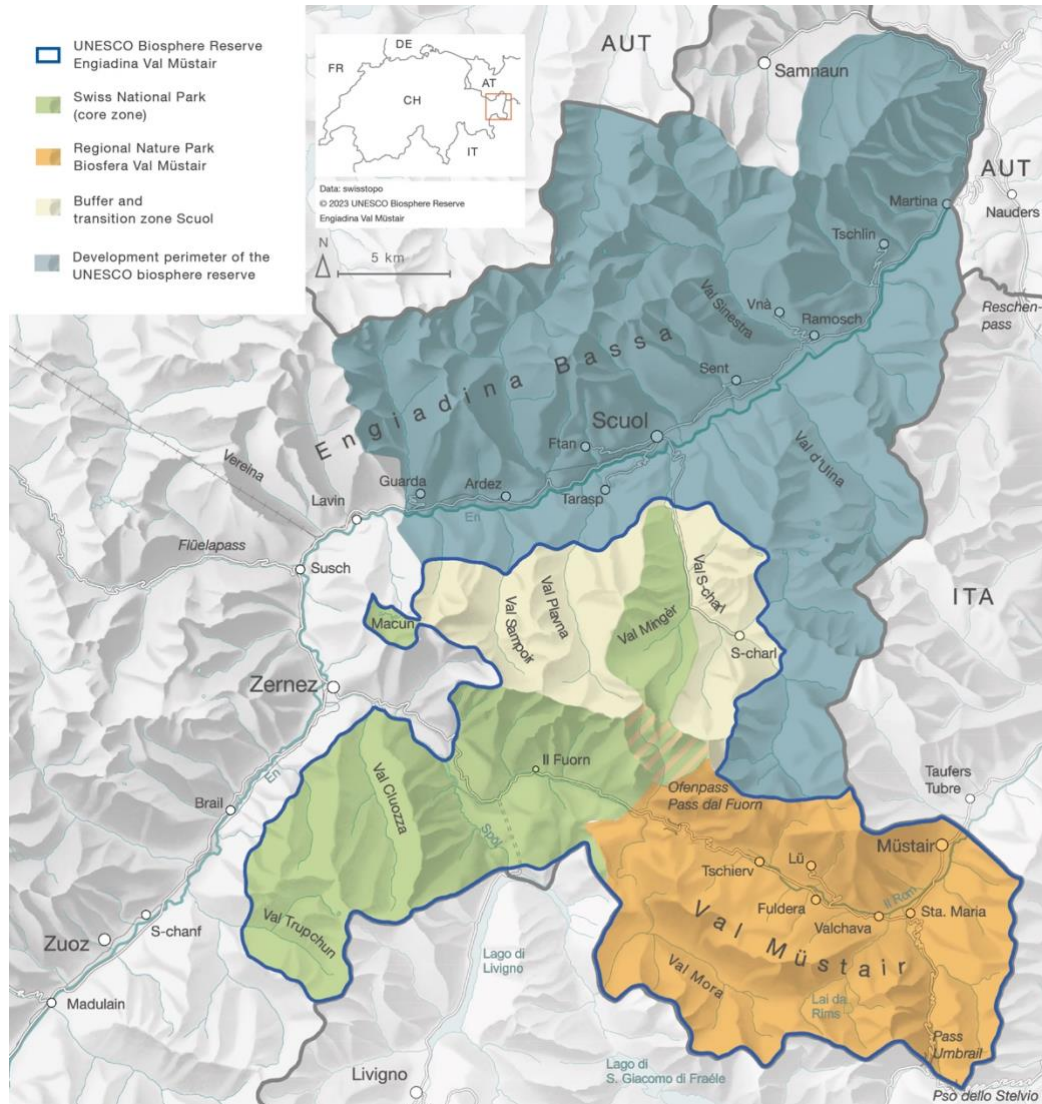


Fig. 1: The UNESCO Biosphere reserve Engiadina Val Müstair (UBEVM) with three sub-areas Swiss National Park (SNP - green), Regional Nature Park Biosfera Val Müstair (BVM – orange) and buffer and transition zone Scuol of the UBEVM (yellow). In blue the UBEVM Development Perimeter. The entire area is referred to as "SNP+" in this document.

**Interactive Map** (missing UBEVM development perimeter)

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## 1. Introduction

This information sheet governs research activities within the Swiss National Park (SNP), the Regional Nature Park Biosfera Val Müstair (BVM), the UNESCO Biosphere Reserve Engiadina Val Müstair (UBEVM), including the UBEVM Development Perimeter (Fig. 1). The term used in this document to collectively refer to all these areas is "SNP+." In some parts of this document, individual areas may also be referred to as entities.

To facilitate the coordination of fieldwork, the long-term sustainability of research projects, their visibility to the public, networking among researchers and with entities, and to support researchers in both content and administrative matters and provide knowledge about the region, we maintain a database. This database records all research projects within the SNP+ perimeter and the annual research activities. This database is particularly instrumental in planning fieldwork and enables the publication of your research in the annual reports of the respective entities. **Chapter 2** describes the tasks that fall on researchers regarding this database.

As the core zone of the UNESCO Biosphere reserve Engiadina Val Müstair (UBEVM) and as a Category 1a protected area (according to the International Union for Conservation of Nature IUCN), the Swiss National Park (SNP) is a strictly protected wilderness area, subject to specific regulations that also apply to research. **Chapter 3** outlines the stringent rules for research within the Swiss National Park (SNP).

In the Regional Nature Park Biosfera Val Müstair (BVM), the Care and Development Zone Scuol of the UNESCO Biosphere Reserve Engiadina Val Müstair (UBEVM), and its Development Perimeter, there are no specific protection regulations for research. Information regarding research in these areas can be found in **Chapter 4**.

The Swiss National Park (SNP) boasts a research history of over 100 years and consequently possesses an impressive dataset, including long-term data series. One of the central tasks of SNP+ is to secure and archive data and research results for the long term, making them available as a foundation for future research. Details regarding data and document archiving can be found in **Chapter 5**.

We are delighted that you are conducting your research within the SNP+ area and look forward to your new scientific insights. To make your research accessible not only to your scientific community but also to the SNP+ audience, we appreciate your contributions in the form of presentations or articles, for example, in the [National Park magazine "Cratschla"](#).

Please do not hesitate to reach out to us with any questions or comments (see "Who is who" in **Chapter 6**).

## 2. Research Coordination

For the coordination of research activities within SNP+, the Research Commission of SNP+ (FoK) maintains a database, known as the "FoK database", in which all projects and their annual research activities are documented. The purpose of this documentation is to plan and coordinate fieldwork, make your research accessible to the public through various publications, secure knowledge about your research for the future, establish connections between different research projects, and facilitate networking among researchers.

To ensure all of this, we kindly request that you follow the steps of research coordination, even if they involve a (minor) administrative effort on your part. Specifically, we ask you to complete the following forms:

- 1) Research Proposal before starting the project
- 2) Activity Form for the current year
- 3) Annual Activity Report

Detailed information about these forms and their purposes can be found in the following subsections.

### 2.1. Research Proposal

Before commencing a research project within SNP+, all researchers are requested to submit a research proposal to the FoK. The research proposal can be submitted through the following link:

⇒ [Online Form](#)

Please note: In the case of planned fieldwork within the Swiss National Park, the submission of a research proposal is **mandatory**.

Once your research proposal has been submitted, it will be evaluated by the FoK as follows:

- The FoK evaluates all research proposals within SNP+. Consequently, all researchers receive an assessment of their projects, including a decision regarding any funding requests.
- Proposals related to **research within SNP involving fieldwork must be approved** by the FoK.
- Proposals related to **research within BVM, UBEVM, and the UBEVM Development Perimeter, as well as research within SNP that does not involve fieldwork**, do not necessarily require strict approval.

Following the assessment process, you will receive feedback from the FoK via email, indicating one of the following:

- Approved "without conditions / suggestions for improvement"
- Approved "with conditions / suggestions for improvement," meaning that a revision or clarification of certain points is requested.
- Rejected (only applicable to research involving fieldwork within the SNP perimeter)

Depending on the evaluation, you may be asked to revise your research proposal accordingly.

### 2.2. Activity Form

After receiving approval for your research project, all researchers will receive a request from the FoK to enter their planned research activities for the current year, including information about planned fieldwork, into the FoK database via an online form. By research activities, we mean both fieldwork, data analysis, and the creation of written materials (such as master's theses, scientific publications, etc.).

Researchers will receive the link to the form via email from the FoK (fok-snp@scnat.ch). If you are planning fieldwork, please provide all requested details about your planned fieldwork (who, where, when, what?). Before commencing fieldwork, you will be contacted by the responsible individuals in the respective area. During this contact, any conditions or organizational details will be discussed.

For multi-year projects, you will be asked to enter planned activities for the upcoming year into the online form in December of the preceding year.

Please note that the activity form should be completed even if you do not plan any activities in a calendar year. In such cases, please indicate in the planned activities section that no activities are planned for the said year.

### 2.3. Activity Report

In the fall, reporting on the research work conducted takes place. This applies to all researchers who had planned research activities for the current year. The report is completed online, and researchers will receive the link to the online form via email from the FoK (fok-snp@scnat.ch). Reporting serves as the basis for the **annual report of the FoK** and the **annual reports of the SNP, BVM, and UBEVM**.

Please also consider the guidelines in Chapter 5 regarding data archiving, publications, and documentation of your research work.

## 3. Research in SNP

### 3.1. Rules

If your research proposal has been approved by the FoK (Chapter 2), the following rules also apply to research in SNP:

- **Nature Conservation Regulations:** The nature **conservation regulations** (in accordance with **“Nationalparkordnung”**) of SNP apply to researchers as well. In particular, there is a general requirement to stay on designated paths within SNP. Researchers should use official paths whenever possible.
- **Research Vest and ID:** Throughout your stay in SNP, you must visibly wear a research vest. Additionally, researchers must carry a research identification card at all times while in SNP. The research ID card allows access to the routes necessary for fieldwork off the designated paths, as listed on the card. You will receive your personal research ID card and research vest from SNP.
- **Methods, Techniques, and Interventions:** During your fieldwork, you should only use the methods, techniques, and interventions listed in your approved research proposal or in the annually completed activity form (Chapter 2).
- **Sampling:** Collecting is only permitted within the agreed-upon sampling concept.
- **Installations:**
  - **Permanent installations** (staking, etc.) should be surveyed in consultation with the responsible staff of the Research and Monitoring Department of SNP: [forschungskoordination@nationalpark.ch](mailto:forschungskoordination@nationalpark.ch)
  - **Non-permanent installations:** After completing fieldwork, all non-permanent installations must be removed by the researchers.
- **Instructions** from SNP staff to researchers within the Swiss National Park area are binding.
- SNP and the FoK may **inquire about the status and scope of the work** at any time. We recommend that you take advantage of opportunities to inform SNP and FoK staff present in the area about your work.
- **Expenses:** The FoK can co-finance a maximum of CHF 750 per year in field expenses for student work in SNP. The request for expense financing must be made in the research proposal or in the activity form.
- Researchers are responsible for their own **insurance coverage**.

### 3.2. Planning and Execution

For the planning and execution of scientific work in SNP, please consider the following points:

– **Before Your Stay in SNP:**

- Please notify your definitive stay in SNP in writing at least one week before the fieldwork: [forschungskoordination@nationalpark.ch](mailto:forschungskoordination@nationalpark.ch). This is to ensure the coordination of all fieldwork in the park.
- Please provide a brief project description of up to 1500 characters. SNP will use this for visitor information.

– **Arrival:** Upon your arrival, report to the SNP Secretariat in the administration building of SNP (Chastè/Schloss Planta-Wildenberg, Runatsch 124 in Zernez).

- Please announce your arrival at least one working day in advance.
- During office hours (Mon-Fri 8:00-12:00 and 13:30-17:00), please collect the following materials from the SNP Secretariat before starting your fieldwork:
  - Research ID card with the approved research area for access. The agreed-upon research areas are binding.
  - Research vest (deposit of CHF 20.00).
  - If needed: key to the Il Fuorn laboratory (deposit of CHF 50.00).

– **Departure:** Before your departure, sign out at the SNP Secretariat in the administration building of SNP (Chastè/Schloss Planta-Wildenberg, Runatsch 124 in Zernez).

- Please return your research vest and, if applicable, the laboratory key after your last stay within the calendar year at the SNP Secretariat in Zernez (office hours).
- If you have used the Il Fuorn laboratory, please inform the Secretariat ([info@nationalpark.ch](mailto:info@nationalpark.ch)) about your overnight stays (number of people and nights). You will subsequently receive an invoice.

– **Material Transport:**

- In rare cases, helicopter transport flights can take place if there is a demonstrated need. If you need to transport research materials to a specific location by helicopter, please notify SNP by the end of April: [forschungskoordination@nationalpark.ch](mailto:forschungskoordination@nationalpark.ch).

## 4. Research in BVM, UBEVM, and the UBEVM Development Perimeter

BVM and UBEVM provide assistance to researchers in terms of coordination and logistics. They can help with obtaining permits for vehicle access and connect you with experts in the field.

Please note that all **fieldwork** must be reported to the respective municipality or landowners/leaseholders. Any permits for the installation of research equipment or other fieldwork-related activities must also be obtained from the respective municipalities. For assistance with these matters, please get in touch with the relevant individuals from BVM or UBEVM (see "Who is who" in Chapter 6).

BVM and UBEVM can provide financial support for student research expenses. To inquire about this support, please contact the individuals responsible for these matters (see Chapter 6).

## 5. Publications and Data Submission

One of the central tasks of SNP+ is to ensure the long-term preservation, archiving, and usability of all data, reports, and publications related to research within the SNP+ perimeter. For this reason, there is a clear procedure in place to ensure that all research results are retained. Each respective corporation within SNP+ is responsible for data storage and archiving related to research within its jurisdiction. Therefore, please provide your data, documentation, and metadata to the relevant corporation (see "Who is who" in Chapter 6). The data, documentation, and metadata will be archived, and internal links to the data, etc., can be found through Data Center [parcs.ch](https://parcs.ch).

We kindly request all researchers to strictly adhere to the following guidelines.



## 5.1. Archiving of Publications:

- Upload publications, project reports, and completed semester, bachelor's, master's, and doctoral theses as PDFs to the FoK database. The publications will be linked or published in the respective Data Center: [www.parcs.ch/snp](http://www.parcs.ch/snp), <https://www.parcs.ch/bev>, <https://www.parcs.ch/bvm>.
- For the archiving of completed works, we kindly request that you send a certain (specified below) number of printed copies to SNP+ via the following address:

*Schweizerischer Nationalpark  
Research and Monitoring  
Runatsch 124  
CH-7530 Zernez*

- ⇒ Semester and Bachelor's theses: 3 printed copies
- ⇒ Master's and Doctoral theses: 5 printed copies

## 5.2. Archiving of Data, Documentation, and Metadata

Research within SNP+ often relies on long-term monitoring, repetition of earlier surveys, or other long-term investigations. Therefore, it is of utmost importance to secure the most essential collected research data, their documentation, and metadata for the long term.

Ensuring the long-term preservation of these crucial datasets, their documentation, and metadata is a central concern. Therefore, it is essential that all important datasets, their documentation, and metadata are provided to SNP+. The entities within SNP+ ensure that long-term archiving is guaranteed.

We kindly request you to adhere to the following guidelines:

- **Submission of Data, Documentation, and Metadata:** Please provide the respective corporation within SNP+ with the most important datasets, including documentation and metadata of these datasets, by December 31st of the year in which the project is completed.
  - Send your data or a link for data download to the respective corporation (see "Who is who" in Chapter 6).
  - Information: The location of the data, including metadata, will subsequently be published in the respective Data Center: [www.parcs.ch/snp](http://www.parcs.ch/snp), <https://www.parcs.ch/bev>, <https://www.parcs.ch/bvm>.
- **Submission Format:** If possible and appropriate, please organize your data, scripts, and documentation/metadata in the following folder structure:
  - Original data/Raw data
  - Final processed data
  - Final processed GIS data
  - Other digital data of general interest (e.g. photo documentation)
  - Scripts (for data processing)
  - Documentation and metadata
- **Collected Material/Samples:**
  - **Submission:** Collected material/samples from SNP+ projects are typically submitted to the Natural History Museum in Chur or, in coordination with the research coordinators of the respective corporation, to other national collections.
  - **Documentation:** All collected material/samples must be documented, including information about their storage location. Please send your documentation to your contact person within the respective corporation (see "Who is who" in Chapter 6).
- **Data Rights:** Data rights remain with the data creator for 5 years. After 5 years, unless otherwise agreed, SNP+ obtains the right to use the data as well.

We kindly request that you regularly submit your data and documentation to the respective corporation. Please note that the person responsible for the research project (applicant) is responsible for submitting the data, metadata, documentation, and, if applicable, collected material/samples. Exceptions to these rules should be discussed with the FoK and the respective entities. The above rules apply to long-term projects within SNP+.

Thank you very much for your cooperation in preserving your research data for future generations!

## 6. Who is who?

### 6.1. Swiss National Park (SNP)

Director: Dr. Ruedi Haller  
[rhaller@nationalpark.ch](mailto:rhaller@nationalpark.ch)

Head of Research and Monitoring: Dr. Sonja Wipf  
Swiss National Park  
Schloss Planta-Wildenberg  
7530 Zernez  
+41 (0)81 851 41 11 / [sonja.wipf@nationalpark.ch](mailto:sonja.wipf@nationalpark.ch)

Data submission, etc.: [forschungskoordination@nationalpark.ch](mailto:forschungskoordination@nationalpark.ch)

### 6.2. Biosfera Val Müstair (BVM)

Head of Knowledge Management: Dr. Linda Feichtinger  
Via Val Müstair 33  
7532 Tschierv  
+ 41 (0)81 851 60 76 / [linda.feichtinger@biosfera.ch](mailto:linda.feichtinger@biosfera.ch)

### 6.3. UNESCO Biosphere reserve Engiadina Val Müstair (UBEVM) & further.perim.

Chief executive: Dr. Angelika Abderhalden  
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### 6.4. Research Commission of the Swiss National Park (FoK)

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*Zernez / Tschierv / Scuol und Bern, June 2023*