EU-CONEXUS Research For Society

"DATA MANAGEMENT PLAN – Principles and Guidelines"

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Abbreviations

AUA - Agricultural University of Athens

DMP – Data Management Plan

DOI – Digital Object Identifier System

EOSC – European Open Science Cloud

EU-CONEXUS - European University for Smart Urban Coastal Sustainability

FAIR – Findable, Accessible, Interoperable, Reusable

GDPR – General Data Protection Regulation

KU - Klaipeda University

KPI – Key Performance Indicator

LRUNIV - La Rochelle Université

ORD – Open Research Data

PID – Persistent Identifiers

RFS – Research for Society

SUCS - Smart Urban Coastal Sustainability

T - Task

tbd – To be defined

n/a – Not available

UCV - Universidad Catolica De Valencia

UNIZD – University of Zadar

UTCB - Technical University of Civil Engineering Bucharest

WG – Working Group

WP – Work Package

Executive Summary

The purpose of this document is to describe and agree structures and procedures for the management of data produced by the EU-CONEXUS Research for Society (RFS) project. This project is funded by the H2020-EU.5 - Science with and for Society programme, themes IBA - Swafs-Support-1-2020- Support to the Research and Innovation Dimension of European Universities under grant agreement ID: 101017436.

The DMP describes the life cycle of the data collected, processed, stored, and prepared for sharing as part of EU CONEXUS RFS activities. This document contains the identified datasets, elements for their description and their descriptions in terms of the activities carried out in the project. To ensure better and longer-term availability of the data, the principles of FAIR have been applied to the data. A FAIR ecosystem has been defined for this project, considering policies, DMPs, persistent identifiers, standards, and repositories. Procedures to protect the data are defined and described.

This document consists of three parts. The first part refers to the principles and guidelines for DMPs, and the second part refers to a detailed description of data. It lists the identification and changes of data sets by the project. The third part contains the main documents related to the guidelines.

Table of Contents

Figure

Tables

1. PRINCIPLES AND GUIDELINES

This section of the document briefly describes the project EU CONEXUS RFS, lists the documents that were considered in the creation of the DMP, the documents that were considered in the creation of the DMP. The data sources for the project are described, and an overview of the datasets identified, and the elements used to describe them in detail is provided. An overview is provided of the activities that will be undertaken as part of the long-term data storage, as well as their availability and potential for reuse.

1.2. Basic principles and procedures

EU-CONEXUS-RESEARCH FOR SOCIETY (EU-CONEXUS-RFS) aims to strengthen, modernise and internationalise the research dimension of the European University for Smart Urban Coastal Sustainability (EU-CONEXUS) and the corresponding institutional transformation for its six partner universities: La Rochelle Université (FR), Agricultural University of Athens (EL), Technical University of Civil Engineering Bucharest (RO), Klaipeda University (LT), Universidad Catolica De Valencia (ES), University of Zadar (HR) and associated partners Frederick University (CY), Rostock University (D) and Waterford Institute of Technology (IRL).

EU-CONEXUS has chosen a thematic focus for its transnational inter-university campus, focusing on education and research in Smart Urban Coastal Sustainability (SUCS). EU-CONEXUS RFS perfectly complements ongoing European University activities funded under the Erasmus+ programme, which focuses more on a university's higher education.

The project will demonstrate how to develop a common science and innovation agenda in a transnational research and funding environment and aims to establish the SUCS research focus at European and international level. It will contribute to a more comprehensive and socially responsible management system for researchers and other staff contributing to research activities. Common research infrastructures and resources will be explored and a common access policy will lead to more efficient management of these resources. An innovation management strategy will open new ways of interacting with the innovation ecosystem and foster an entrepreneurial mindset within the research community. Finally, open and participatory science methods will lead to more responsive research practises.

During the project implementation, EU-CONEXUS-RFS will collaborate with other European University Alliances to share experiences and knowledge to enable a better functioning of European universities.

Within the project application[1] (proposal) through *WP1 Management of Project*, task T.1.4. is defined *Data Management* with outcome *Data Management Plan* in the form of *Open Research Data Pilot*[2].

The DMP is the basic document within the project which provides definitions and conditions of data production, prepares data for reuse, and contributes to Open Science. The DMP covers the complete data life cycle. It describes the types of data that will be generated, processed or collected during the project, the standards that will be used, how the data will be preserved and what parts of the datasets will be shared for verification or reuse.

The main principles for the EU-CONEXUS-RFS project DMP are the following:

I. This DMP has been prepared by considering "*Practical Guide to the International Alignment of Research Data Management*"[3] and the template of the "*Guidelines on Data Management in Horizon 2020*"[4]

II. The compliance of data management to FAIR principles as well as the establishment of FAIR ecosystem is based on the document "*Turning FAIR into Reality*"[5]. and "D2.4 2nd Report on FAIR requirements for persistence and interoperability"[6]

III. The DMP consist of two documents. The first is related to principles and guidelines, and second is related to a detailed description of data sets. These documents include methodological approach and overview of the datasets that will be created during EU-CONEXUS RFS as well as the specific conditions (e.g. open or closed access data, data embargo, data format, data size and etc.) associated with them. The DMP

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[1] EU CONEXUS RFS (2021), Final Proposal - ANNEX 1 (part A) Coordination and support action Lump sum NUMBER — 101017436 — EU-CONEXUS-RFS.

[2] The Open Research Data Pilot according to the European Commission and in the context of the Horizon 2020 project refers to data and their enables open access and reuse of research data.

[3] Science Europe, (2021), Practical Guide to the International Alignment of Research Data Management, DOI: 10.5281/zenodo.4915861

[4] http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

[5] European Commission (2018), *Turning FAIR into Reality – Final Report and Action Plan from the European Commission Expert Group on FAIR Data*, https://ec.europa.eu/info/sites/default/files/turning_fair_into_reality_0.pdf

[6] Riungu-Kalliosaari, Leah, Hooft, Rob, Kuijpers, Sylvia, Parland-von Essen, Jessica, & Tana, Jonas. (2020). D2.4 2nd Report on FAIR requirements for persistence and interoperability (v1.0 draft). Zenodo. https://doi.org/10.5281/zenodo.4001631

considers the complete data lifecycle[7] including documenting metadata, archiving data as well as making them publicly available through repositories. The DMP might be updated during the project. An update might be related to new datasets to be considered, changes in important EU-CONEXUS RFS projects or the University Alliance, significant policy changes related to the Data Management or FAIR principles.

IV. For the purpose of data protection during the EU-CONEXUS RFS project, EU-CONEXUS Privacy Policy[8], legal regulations, standards, and recommendations[9] will be applied to DMP.

V. Procedures that will be implemented for data collection, storage, access, sharing policies, protection, retention, and destruction will be in line with EU standards as described in the EU-CONEXUS RFS Grant Agreement and the Consortium Agreement of the Alliance.

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[7] Data life cycle - consists of the following phases: launching research, developing a data management plan, collecting data, processing, and analyzing data, publishing data, sharing data, preserving data and reusing data. The data life cycle becomes complete only by documenting the data with metadata, archiving, and making the data repository publicly available - https://esajournals.onlinelibrary.wiley.com/doi/full/10.1890/120375

[8] EU-CONEXUS Privacy Policy, July 2021, https://www.eu-conexus.eu/en/privacy-policy/ . Privacy Policy is also attached as Annex – 3.1. Privacy Policy of this document.

[9] Standards and recommendations will be set out in more detail in Chapter 8. Other issue

1.3. Data Summary

The project activities of EU CONEXUS RFS include the collection of various data sets. The data to be collected are primarily administrative data held by Alliance organizations.

The data will belong to the following groups:

- personal data of researchers and staff at the universities (e.g., research area, position, training capacity, research tasks, publications, projects)

- data on infrastructures and services in partner universities (type of equipment, accreditation, contact persons, possibility of internal or external services, etc.)

- Data on research and innovation projects (content, types of projects, project partners, funding modalities, etc.)

- SUCS research data (documents, laboratory notebooks, field notebooks, protocols, questionnaires, data files, methods and workflows, standard operating procedures, other metadata: Usage limit, contact person, date, etc.)

As each WP and activity is still in its initial phase, it is not possible to fully define and describe all data for the datasets. For this reason, the DMP is defined in two documents. The first document lists all the identified datasets, and the second document contains all the descriptions of the datasets that will be updated during the project activities.

The basic data has already been defined, and a more detailed description will be provided during further iterations and versions.

By splitting the DMP into two documents in this way, we had the opportunity to monitor more closely the activities (versioning, current status) related to the description of the datasets.

When a new dataset appears in a particular WP or project, it will be included in the documents in future versions.

Data will be collected during the project by Alliance staff and external stakeholders. Data collection is based on legal obligation or consent of staff/external stakeholders to achieve the defined objectives of the project. After data collection, data will be structured via spreadsheets (e.g. Excel), stored in a data storage system (e.g. EU CONEXUS NextCloud) or in EU CONEXUS Research and Innovative Information Systems (RIIS). When storing data, care will be taken to

ensure that the data is stored in a form that allows it to be structured and exported in an open format (e.g. csv, txt, xlsx).

At the start of the project activities, partners identified in more detail the datasets that they will collect or share during the project. Table 1 provides a summary of these datasets, including the associated work package and the name of the partner responsible for each dataset.

Table 1.: Overview of EU Conexus RFS datasets

Dataset Name	Data collected	Lead	Coordinating WP
Management of the project	*Researcher's names, surnames, email, aliases, (affiliation, list of companies, list of stakeholders)*	LRUniv	WP1
Gender Equality	*Employment contract details: gender, position, full-time/part-time (what part), remuneration.* *Number of MSc, PhD students and men-women ratio*	KU	WP1
Science and Innovation	*List of services related to research management, list of institution research funding, list of national research funding, list of research networks of each institution with contact person, list of research partnership of each institution with contact person, list of interdisciplinary projects, list of researchers who have or want to have interdisciplinary activities, list of other projects*	LRUniv UTCB	WP2
Map of Research policies	*contact person, email, telephone number, research funding, title, researchers' names, surnames, email, adress of the project website*	LRUniv UTCB	WP2
Creation of think-tank	*Researcher's names, surnames, email, name of partners company and email, list of interdisciplinary projects*	LRUniv UTCB	WP2
Human resources	*Researcher's names, surnames, email, affiliation to institution, list of companies title, country, email, address, phone, web page* *Research data (names, publications, research projects and research topics of all EU-CONEXUS researchers, names and research info from all EU-CONEXUS Doctoral students)*	UCV	WP3
Research Infrastructure	*Name of research infrastructure, List of equipment/facilities (model, manufacturer), name, surname, title, position, email, affiliation to institution, country, city, postal code, street name, building name/number, telephone number, ORCID code, research unit/team*	AUA	WP4
Common Research policy	*Name of research infrastructure, name, surname, title, position, email, affiliation to institution, country, city, postal code, street name, building name/number, telephone number, ORCID code, research unit/team*	AUA	WP4

Knowledge transfer & innovation	*KPIs (collected annually, data from all partners): Contract Research Agreements, number/year; Collaborative Research Agreements, number/year; Consultancy Agreements, number/year; Number of Invention disclosures received, number/year; Patent applications filed, number/year; Patent granted, number/year; Patent portfolio, total number; Licenses, number/year; Spin-offs established, number /year; Operating spin-offs, total number; List of Stakeholders; Technology Offers*	KU	WP5
Advertise inventions with protected IP	*Researcher's names, surnames, email, institution, field of science*	KU	WP5
Open science data	*Researcher's names, surnames, email, institution); Data related to the publication activities of researcher; Data regarding earlier participation in open science; Open science events; Open Science Data*	UNIZD	WP6
Communication	*Researcher's names, surnames, email, higher education institution name*	KU	WP7
Stakeholders	*Stakeholder's representative name, surname, email, company; person in charge at knowledge transfer department*	KU	WP7
Knowledge Transfer	*Technology transfer offices*	KU	WP7

To collect the relevant data for each dataset, each of the partners will use a form with elements to describe the dataset. The form is shown in Table 2. A table will be created for each data set. Topics that will be covered in the table include:

- Description of the dataset (purpose and scope of the data).
- Version (version of the data set)
- Data source and method of data collection (e.g., primary - observation, survey, questionnaire; secondary - publications, previous research, database)
- Information on type, format and scope
- Relation to the project objectives
- Activities and responsibilities of partners (e.g., collection, analysis, storage)
- Link to related WP and tasks
- Relevant standards, metadata and documentation for the dataset
- Description of how the dataset will be used and elements to be shared
- Archiving and preservation of datasets

All datasets described by the data collected so far are included in this document in part Datasets.

Table 2.: Form for collection data for each dataset

DATASET NAME	
Data Identification	
Dataset description	
Version	
Source	
Method of data collection	
Related to objectives	
Data type	
Data format	
Approximate volume	
Partner's activities and responsibilities	
Partner in charge of data collection	
Partner in charge of data analysis	
Partner in charge of data storage	
Related WP(s) and task(s)	
Standards	
Info about metadata (production and storage dates, places) and documentation	
Standards	
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	
Data versioning (How?)	
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	
Data sharing, re-use, distribution, publication (How?)	
Embargo periods (if any)	
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	
Archiving and preservation	
Data storage (including backup): Where? For how long?	

No datasets that could be reused have been identified as part of the project's activities and tasks to date. If research activities are initiated under the project that could include data suitable for reuse (open data, open research data), the identified datasets will be evaluated for the purpose of their assessment and applicability, and a brief description of data suitable for reuse will be added to the DMP in this document.

Project data may be created or collected in a variety of types (e.g., numeric, textual, audio, or video) with different associated data formats (e.g., .txt, .csv, .docx, .pdf) and scope (size). For each of the identified datasets, the data type and format are described in Table 2 and an estimate of the potential data volume is provided. As project activities are still in their early stages, it is not possible to be more precise about the volume of any individual dataset. Initial estimates by the

project indicate that it will be smaller data volumes, ranging from a few MB to half a GB. At the moment, the project does not plan to collect data belonging to the group of "Big Data".

For the identification, description and subsequent publication, the leader of the respective work package is responsible for the datasets in the internal (e.g. EU-CONEXUS NextCloud) and external repositories.

The data generated by the EU CONEXUS RFS project will be useful to a wider range of different stakeholders, including researchers and experts in the field of university alliance building, researchers in the field of management and governance, researchers in the field of open science, and policy makers. The data collected will be relevant to the key areas of developing university alliances, establishing collaborative and interdisciplinary research, and connecting research infrastructures. The data and information collected will help identify challenges in these areas and serve as input for policy making at national and European level in these areas.

The data and publications will inform the public about the development and potential of the Higher Education Alliance.

1.4. FAIR data: from data collection to data reuse?

The basic properties that data must meet to exist in a digital environment, to be found and reused by other researchers or machines are listed in the FAIR principles. FAIR principles are defined and described by Wilkinson et al. (2016). Further research in Open Science and the application of the FAIR data principles show in more detail the concepts (FAIR Digital Object, FAIR Ecosystem) that need to be considered and their implementation (define, implement, embed and preserve). For the FAIR ecosystem, at least the following elements need to be defined: Policies, data management plan, persistent identifiers, standards, and repositories.
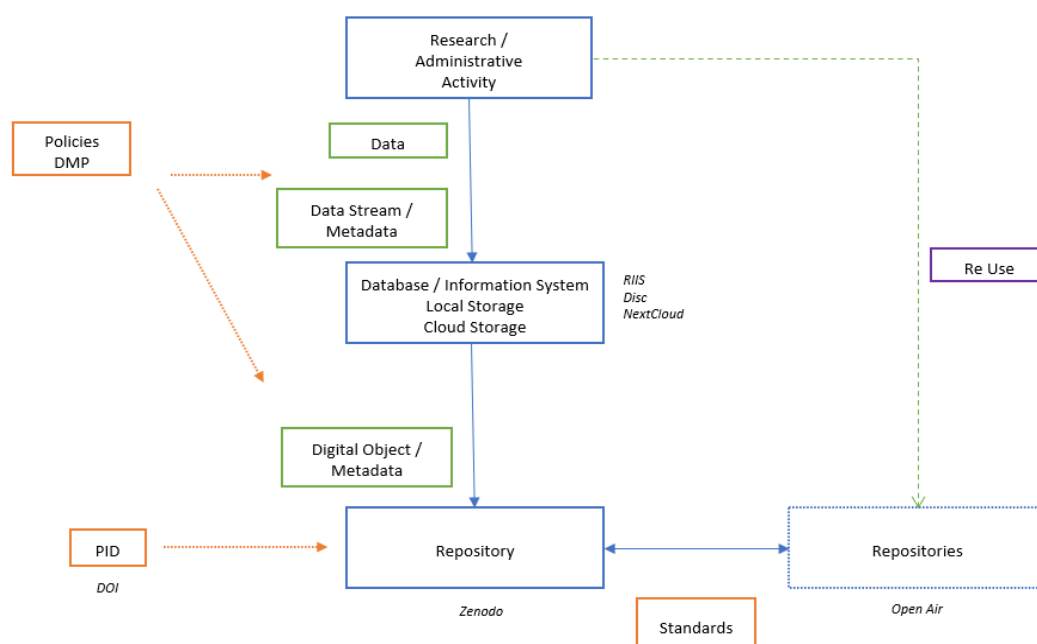
Figure 1. FAIR ecosystem conceptual model for the EU-CONEXUS RFS

The previous figure shows the conceptual model of the FAIR ecosystem for the project EU-CONEXUS RFS. Data or digital entities created or collected in the course of research or administrative activities are stored in the information system of EU CONEXUS RFS - Research and Innovation Information System, locally on research computers (e.g. hard disk) or with the cloud storage EU-CONEXUS NextCloud. The storage of data and digital entities is governed by policies and DMPs as follows: GDPR, anonymisation process and etc. Data and digital entities that are deemed important for sharing and reuse (or for which there is an obligation to publish) will be stored in data repositories that allow long-term storage and availability. Zenodo was selected for this phase of the project.

Zenodo is an open repository that allows the deposit of research or project articles, datasets, reports, and other digital research or project entities in digital form. Zenodo is set up and maintained by CERN. CERN is one of the pioneers in making publications and data available

through the Open Access approach. He has many years of experience in managing Big Data infrastructures, managing digital repositories, and extensive operational experience in hosting and managing research data.

Zenodo is available online and has been created and supported by the European OpenAIRE program (Open Access Infrastructure for Research in Europe, No:.246686), OpenAIRE plus (2nd Generation of Open Access Infrastructure for Research in Europe, No:RI-283595), OpenAIRE2020 (Open Access Infrastructure for Research in Europe 2020, No: 643410), OpenAIRE-Connect (No: 731011), OpenAIRE-Advance (No: 777541). The continuity of financial support shows us that the European Commission, through Zenodo, wants to build a research infrastructure for Open Science and ensure the long-term availability of data.

The set-up of Zenodo and its maintenance is provided by CERN.

We can consider Zenodo as a platform that enables the publication of results throughout the research or project cycle, their long-term availability and sharing. Zenodo is compliant with the principles of FAIR. The deposit of digital entities is free of charge for the user or organization. In addition to the sharing of digital entities, their citability is also possible, which enables the evaluation of research or project results at later stages.

Storing data in Zenodo repositories ensures that the dataset or digital entity is given a persistent identifier (DOI), is further described by metadata (identification, searchability, accessibility), and can be accessed by other data repositories via standards (e.g. OAI-PMH). A wide range of users can access data repositories and, depending on the license, reuse data or digital entities in their research. No user account or authentication and authorization process is required to access the data.

The announcement in the EU-CONEXUS RFS Zenodo will create a community called Smart Urban Coastal Sustainability (SUCS). The SUCS community will include all digital entities (e.g., domain research or administrative output, journal, project report, workshop) created as part of EU-CONEXUS RFS educational or research activities and EU CONEXUS.

At the EU CONEXUS RFS level, a person will be defined as the community manager (curator) authorized to oversee the community.

At this level of EU-CONEXUS RFS, the process of publishing digital entities is defined by the following steps: Identification and Preparation, Upload, Description and Publication. Authorized publishers at the project level are the WP leaders. They must identify the digital entity for publishing according to the Digital Entity Types on the project (Table 3) and verify that it has been prepared in accordance with the policies of EU-CONEXUS RFS (e.g., Privacy Policy, DMP) and that the data volume is less than 50 GB. The next phase consists of user registration in the Zenodo system, uploading a digital entity, defining the type of digital entity (e.g., publication,

poster, presentation, report, ...), basic data (e.g. assigning a DOI number or using an existing DOI, name, authors, date), licenses (e.g. open access, embargo period, restricted access, closed access), communities (SUCS required), funding. The final step is the publication of the digital entity. These steps were used to publish the digital entity to the Zenodo repository. Each change results in a new version of the digital entity. The public announcement shows the number of downloads and reviews of the document, the permanent identifier (DOI), the baseline data and all versions of the digital entity.

Table 3.: Digital entity type

EU-CONEXUS Digital entity type	Selection criteria	EU-CONEXUS Priority
Meeting Report		
Meeting Information		
Meeting Documents		
Compliance Reports		
Compliance Questionnaires		
Implementation Reports		
Executive Summaries		
Information Papers		
Datasets		
Project Reports		
National Reports		
Guidelines		
Publications		
Poster		
Presentation		
Image		
Video/Audio		
Software		
Lesson		

1.4.1. Making data findable, including provisions for metadata

Zenodo provides a variety of metadata for each record. We can divide them into mandatory and additional data. Mandatory metadata includes content related to the community, type of

dataset (e.g. publication, poster, ...), DOI, publication date, title, author (ORCID), description, version, language, keywords, annotations, access right and license. Additional metadata are abundant and are not detailed in this document.

When a dataset (record or individual file) is published to the Zenodo repository, the persistent identifier DOI[10] is associated with the dataset. The persistent identifier is a required field in the metadata for each dataset.

Each dataset is indexed and searchable via the Zenodo search engine. Searches are possible by term and by selecting individual metadata (e.g. access right, file type, keywords, record type).

The publication of datasets on Zenodo is covered by a set of metadata compliant with the DataCite metadata schema[11].

1.4.2. Making data accessible

Zenodo is a project of CERN. According to current information, the lifetime of the repository is at least 20 years. This covers the longer-term availability of our records. The publication of the record at Zenodo is for scientific research projects and is free of charge. The use of the repository is defined by the terms of use v1.2[12].

Metadata for individual records or collections of records can be retrieved via the OAI-PMH[13] protocol using the record identifier and collection name. Metadata can also be retrieved via the REST API. Zenodo metadata is in the public domain and is licensed under a public domain license.

1.4.3. Making data interoperable

To achieve interoperability[14], activities within EU CONEXUS RFS are harmonized with the guidelines of the EOSC Interoperability Framework. The EOSC Interoperability Framework defines the following levels of interoperability: technical, semantic, organizational and legal.

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[10] DOI - https://www.doi.org/
[11] DataCite Metadata Schema - https://schema.datacite.org/
[12] Zenodo Terms of Use v1.2. - https://about.zenodo.org/terms/
[13] OAI – PMH - http://www.openarchives.org/pmh/

[14] European Interoperability Framework (EIF) defines interoperability as the "ability of organisations to interact towards mutually beneficial goals, involving the sharing of information and knowledge between organisations, through the business processes they support, by means of the exchange of data between their ICT systems".
https://joinup.ec.europa.eu/collection/nifo-national-interoperability-framework-observatory/1-introduction#1.1

In this phase of the project, interoperability is mainly focused on the technical (standardization of data formats) and semantic (metadata) levels. Zenodo functionalities will also be used for interoperability.

At the technical level, the focus is on the preparation of datasets in general purpose formats (e.g., CSV; JSON, XML) with the mandatory description and documentation of the dataset. The persistent DOI identifier is also used at this level.

The initial activities at the semantic level for the purpose of interoperability focus on the acquisition of expertise and skills in semantics, the clear definition of concepts (metadata, schemas) and disciplines from which the data originate, and the use of the existing thesaurus and vocabulary.

Some of Zenodo's existing functionality helps us achieve interoperability. Zenodo uses JSON Schema as an internal representation of metadata and provides export to other common formats such as Dublin Core or MARCXML. Individual terms (metadata elements) Zenodo references open, external vocabularies, e.g.: License (Open Definition), Funders (FundRef), and Grants (OpenAIRE).

1.4.4. Increase data re-use

In the first phase, an internal procedure is used to describe the data that will be publicly available through the Zenodo repository.

The internal procedure refers to the record of how the data is collected, analyzed, and versioned. For each dataset, a readme file is defined in which the following metadata is entered: Title, author, organization, description of data and folders, keywords, methodology of data creation and analysis, usage rights and licenses, time of data collection, research data formats, file naming conventions, organizational structure of folders.

File naming is based on the following convention: <EUCONEXUSRFS> <Method> <Place> <Version / Date>. <extension>.

Data published through the Zenodo Open Access Repository and third party use of data is allowed. Data are not open access if they are protected by intellectual property rights or other related rights. If the project collects research data related to the publication of articles or patents, access to these data will be restricted ("embargo period"). This period will be as short as possible until the work is accepted for publication or the patent is not registered.

Each dataset (data/files) published on Zenodo will contain a defined metadata element referring to the license, as well as a description of the mandatory minimum conditions of DataCites.

1.5. Data security

During the implementation of the project EU-CONEXUS RFS, Alliance members will collect data in various forms, e.g. pen and paper, photos, videos, electronic documents. For the project documentation these data will be stored individually by each partner. The respective organizational rules and regulations of each partner regarding data storage and security will apply.

For the collaboration between the partners of the alliance, the coordinator LRUniv has set up a collaboration platform based on NextCloud. Data relevant to multiple partners is stored and kept on this infrastructure. Access to the data on the EU-CONEXUS NextCloud is granted to authorized persons, data protection measures and their secure storage are implemented.

Personal data is stored based on GDPR guidelines. Anonymization and pseudonymization procedures are used to protect personal data that is intended to be publicly accessible.

The storage of digital entities within the Zenodo platform ensures that they are stored in the CERN Data Center. Access to the data and infrastructure is intended for trained and authorized persons and various system and data protection procedures are applied.

1.6. Ethics

This section addresses ethical and legal issues such as consent for data retention and disclosure, protecting the identity of individuals and companies, and handling sensitive data to ensure that it is stored and transferred securely.

Data protection and good research ethics are important issues for all partners in this project. Good research ethics includes all measures aimed at avoiding a situation where sensitive information could be misused. This is exactly what the Alliance wants to guarantee for this project. Data containing personal information will only be disseminated for the purpose for which it was specified in the project work package activities. In addition, all data generation and sharing processes must be documented and approved to ensure the highest standards of data protection. Respondents/beneficiaries/recipients will be informed about data security, anonymity and use of data and will be asked for their consent.

The General Data Protection Regulation will be followed for all personal data collected. If the project involves access to personal data by partners, they are responsible for the handling of this data and must comply with the rules. In this context, a privacy policy EU-CONEXUS has been confirmed by the partners which sets out both how your personal data as a data subject will be processed and the rights you have as a data subject and how these will be protected[15].

The data collected and produced in the framework of the project will be processed in accordance with ethical principles, in particular to avoid falsification, plagiarism or other misconduct.

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[15] https://www.eu-conexus.eu/en/privacy-policy/

2. DATASETS

Previous project activities identified 14 datasets, the list and description of which is provided below in this version of the DMP (Ver. 1.5). Only individual elements of the datasets are described in this version of the document. A more detailed description will be provided when the project tasks are implemented.

2.1   Management of the project

Management of project	
Data Identification	
Dataset description	This dataset is intended for the purpose of creating user accounts for access to collaborative platforms and for the purpose of creating and managing aliases
Version	tbd
Source	Data provided by partners and his employers
Method of data collection	Primary; Questionnaire
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	LRUniv
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 1
Standards	
Info about metadata (production and storage dates, places) and documentation?	n/a
Standards	n/a
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	The data is used to create user accounts or aliases.
Data versioning (How?)	n/a
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	Limited access to specific personnel and all staff having access to the EU-CONEXUS Nextcloud, software protection measures, tracking security measures
Data sharing, re-use, distribution, publication (How?)	n/a
Embargo periods (if any)	n/a
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	Personal data, GDPR protection, User consent for data collection
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.2. Gender Equality

Gender Equality	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 1, Task 1.6.
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Determination of Gender pay gap, Determination of numbers of men and women in these groups MSc, PhD, postdoc
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.3. Science and Innovation

Science and Innovation	
Data Identification	
Dataset description	tbd
Version	tbd
Source	Tbd
Method of data collection	Tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	LRUniv, UTCB
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 2
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Realization of a mapping of national research policy and funding environments, Development of a research community
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	**tbd**

2.4. Map of Research policies

Map of Research policies	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	LRUniv, UTCB
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 2
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Realization of a mapping of national research policy and funding environments,
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.5. Creation of think-tank

Creation of think-tank	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	LRUniv, UTCB
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 2
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Development of a research community
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.6. Human resources

Human resources	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	UCV
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 3
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Creation of Database of Human Resources
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	**tbd**

2.7. Research infrastructure

Research infrastructure	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 4
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Creation of Joint Research Infrastructures across EU-CONEXUS
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.8. Common access policy

Common access policy	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	AUA
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 4
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	The development of a common policy and strategy for access to joint research infrastructures and services
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.9. Knowledge transfer & innovation

Knowledge transfer & innovation	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 5
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Collaboration opportunities (to find partners within consortium and beyond for joint inventions, licensing opportunities (to find consumers from business/industry to make a licensing deals)
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.10. Advertise Inventions with protected IP

Inventions with protected IP	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 5
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Collaboration opportunities (to find partners within consortium and beyond for joint inventions, licensing opportunities (to find consumers from business/industry to make a licensing deals)
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.11. Open science data

Open science data	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	Collection of the data: • For the guidelines on participatory science there will be created an online form for all the partners and in the form of a Word or Pdf file; • For the white paper on open science practices and barriers there will be created an online form for all the partners and in the form of a Word or Pdf file; • For the platform for open science approach within Open-Aire framework there will be an online form for all the partners, but also during meetings with the partners; • For the open access journal there will be an online form for all the partners; • For the six events for citizens involvement there will be online forms for the partners, meetings with all the partners before the organization of the events, promotional materials during the organization and after the events will be collected on the NextCloud and in the form of reports.
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	Unizd
Partner in charge of data analysis	Unizd
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 6
Standards	
Info about metadata (production and storage dates, places) and documentation?	All relevant data including metadata (date produced, stored, modified) will be stored on the project's platform provided by LRU
Standards	MS office formats (.docx and .xlsx) and .pdf format for the final reports/documents; files expected to be smaller than 10 MB. For the collection of inputs from external stakeholders, data is collected through Google Forms, and will then be exported to the previous formats.
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	The purpose to collect each category of data is to achieve the following deliverables: • To write guidelines on participatory science;

	• To write a white paper on open science practices and barriers; • To create a platform for open science approach within Open-Aire framework; • To create an open access journal; • To organize six events for citizens involvement.
Data versioning (How?)	
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	As the lead of WP6 UNIZD should be able to administrate and edit all the data, but LRU must be able to administrate and edit data related to the open access journal. All the partners should be able to edit data which were collected from members of their universities.
Data sharing, re-use, distribution, publication (How?)	Data will be published through the project web site.
Embargo periods (if any)	n/a
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	Researchers contact details: name and surname, email, name of institution, country; Detail related to the publication activities of researcher: list of published publications in the SUCS field, type of publications, name of the journal, possibility for republishing; Information related to the researcher's institution: name of institution, country, regulations which impact open science activities, types of barriers in open science, inventory of best practices within the institution, publications in the SUCS field. Written consent from data subjects to collect this information will be obtained.
Archiving and preservation	
Data storage (including backup): Where? For how long?	The data should be stored on NextCloud, which is accessible only with official authentication. Every partner university should sign an agreement on how to use the data and which data could be published. The data storage time should be a least 3 years after project ends.

2.12. Communication, dissemination and exploitation

Communication, dissemination and exploitation	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 7
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Sending information via email on research events, training possibilities, and topical information for researchers working on SUCS
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.13. Stakeholders

Stakeholders	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 7
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Sending invitations to conferences and/or information for coastal companies on researchers' activities and achievements on SUCS
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

2.14. Innovation and knowledge transfer

Innovation and knowledge transfer	
Data Identification	
Dataset description	tbd
Version	tbd
Source	tbd
Method of data collection	tbd
Related to objectives	tbd
Data type	tbd
Data format	tbd
Approximate volume	tbd
Partner's activities and responsibilities	
Partner in charge of data collection	KU
Partner in charge of data analysis	n/a
Partner in charge of data storage	LRUniv
Related WP(s) and task(s)	WP 7
Standards	
Info about metadata (production and storage dates, places) and documentation?	tbd
Standards	tbd
Data exploitation and sharing	
Data exploitation (purpose/use of the data analysis)	Sending topical information on research events
Data versioning (How?)	tbd
Data access policy / Dissemination level: confidential (only for members of the Alliance and the Commission Services) or Public	tbd
Data sharing, re-use, distribution, publication (How?)	tbd
Embargo periods (if any)	tbd
Personal data protection: are they personal data? If so, have you gained (written) consent from data subjects to collect this information?	tbd
Archiving and preservation	
Data storage (including backup): Where? For how long?	tbd

3. ANNEX

3.1. Privacy Policy

EU CONEXUS PRIVACY POLICY

EU-CONEXUS partners (La Rochelle Université, Agricultural University of Athens, Technical University Of Civil Engineering Bucharest, Klaipeda University, La Universidad Católica De Valencia "San Vicente Mártir, University of Zadar) pay particular attention to the protection of your personal data and total transparency as to their use.

In this regard, this policy sets out both the way in which your personal data, as a data subject will be processed, the rights you have as a data subject and the way in which they will be protected.

Any changes made to this Privacy Policy can be found by visiting our website: https://www.eu-conexus.eu/en/privacy-policy/

EU-CONEXUS partners undertake to respect the General Data Protection (EU) Regulation 2016/679 (GDPR).

Personal data will be processed lawfully, fairly and transparently.

The personal data that is processed is accurate and is updated as necessary. Those data that are not the correct ones are deleted or corrected without delay. Project participants have the right to request at any time correction of your personal data being processed

Personal data is stored in a form that allows the identification of project participants and only to that extent as long as necessary for the purposes for which personal data are processed. Exceptionally, personal information may be stored for longer periods, but only if it will be processed exclusively for archiving purposes in public interest, for the purposes of scientific research, for statistical purposes or if any legitimate interest.

Personal data shall be processed exclusively in a manner that ensures adequate security of personal data, including protection against unauthorized or unlawful processing and against accidental loss, destruction or damage by the application of appropriate technical or organizational measures.

Where the processing of personal data is based on consent, it must be given voluntarily, in writing, in an understandable and easily accessible form using clear and simple language.

Prior to giving consent, the person must be informed of the right to withdraw consent at any time.

Chapter I: The category of data collected

The personal data that we collect on digital or paper media are mainly the following:

• Identity data (for example: Last Name, first name, address, photo, date and place of birth, e-mail, IP authentication, username, etc.)

• Data relating to personal life (for example: lifestyle, consumption habits, leisure activities, family situation, etc.)

• Data relating to professional life (for example: CV, diplomas, training, function, place of work, etc.)

• Economic information (for example: banking data, social rights, financial situation, etc.) More

details are on the register, available on the EU-CONEXUS website.

You will find on the register, available on the EU-CONEXUS website, more detailed information on the processing we carry out on your personal data. In particular concerning:

- The purposes of the processing,
- The legal bases allowing their processing,
- Their retention periods,
- Their recipients,
- If applicable, their transfer to a country that is not a member of the European Union,
- The security measures.

Chapter II: Purposes of data collection

By providing your personal data, as the data subject you expressly and unequivocally agree to the use by the EU-CONEXUS, through the Partner Universities, of the data collected for the following purposes:

For students:

- Subscription to the EU-CONEXUS newsletter,
- To contact you in order to present our educational offer, or to start the necessary steps to sign a contract, in the event of any problems or situations arising in the teaching activity, in which case we will need (see register here),
- To take your complaints and / or suggestions and your online requests and respond appropriately,
- Provide the student with a multi-service student card allowing him to access the services implemented by EU-CONEXUS partners,
- Allow consultation of the student's educational file,
- Allow the student to access and use the educational platforms hosted by each partner,
- Allow the student and teachers to access to EU-CONEXUS virtual environment and platforms developed by the partners (for example: Moodle, Big Blue Button, POD – hosted by EU-CONEXUS partners and other services such as the mentoring platform or job teaser hosted by external companies),
- Provide learners with educational and pedagogical content as well as online documentation,
- Provide learners with information relating to school life, teaching and the functioning of the establishment,
- Retention of student files,
- Monitoring of the evolution within the alliance,
- Disabilities mapping,

- Administrative and pedagogical registration of students,
- Administrative and pedagogical registration of students in LRUniv,
- To implement teaching and learning of EU-CONEXUS programmes (courses),
- Application and admission procedure,
- Administration and implementation of student,
- Student registration to the bilateral PhD,
- Registration and participation in the school contest and related activities,
- To register and to issue attendance/training certificates; statistics,
- To do a mentor's list.

For staff:

- For the recruitment / recruitment process, when applying online or in person, at the EU-CONEXUS headquarters or Partner Universities, for one of the positions put up for competition, in which case we will need your name, surname, address, landline / mobile phone number, e-mail address and other personal data, according to the legislation of the countries to which the EU-CONEXUS Partner Universities belong,
- Creation of accounts to access the collaborative platform,
- integration/creation/modification of aliases,

- Disabilities mapping,
- To register the participants to events,
- Adequation of study programme to labour market needs,
- Monitoring of the evolution of staff mobility within the alliance,
- To keep the contact with the stakeholders,
- To support the project interactions and get feedback on the mentorship projects,
- Access to the digital environment for teachers,
- Subscription to the EU-CONEXUS newsletter,
- Monitoring of the website statistics,
- Determination of Gender pay gap,
- Determination of numbers of men and women in these groups MSc, PhD, postdoc,
- Realisation of a mapping of national research policy and funding environments,
- Development of a research community,
- Creation of Database of Human Resources,
- Creation of Joint Research Infrastructures across EU-CONEXUS,
- The development of a common policy and strategy for access to Joint Research Infrastructures and services,
- Collaboration opportunities (to find partners within consortium and beyond for joint inventions, licensing opportunities (to find consumers from business/industry to make a licensing deals).

Chapter III: Data recipients

Can be recipients of this data within the limits of the need to know:

- Services in charge of registrations and learners from each partner University,
- All Moodle platform users (students, teachers, technical staff),
- Teachers and teaching teams,
- Student associations,
- Any other internal service: accounting, management control, technical,
- Learners and users of the training offered by the establishment, with regard to their personal information,
- Teacher-researchers, researchers and teachers (local or external), with regard to the training of their learners and their research work,
- Social organisations,
- Organizations linked to student life,
- Universities and schools,
- Ministry of Higher Education and Research from each partner,
- Suppliers offering third-party services via the EU-CONEXUS smart campus.

We pay attention to working only with partners capable of ensuring an adequate level of protection of your personal data. We only disclose your personal data to third parties when we are legally required to do so. We may disclose your personal data to third parties if you have consented to it or if there are other legal grounds.

Chapter IV: Data retention period

The personal data that we collect are kept for a period that does not exceed the period necessary for the purposes for which they were collected in compliance with the requirements of the national legislation of the countries to which the EU-CONEXUS partner Universities belong.⁻

The data will be treated in compliance with the requirements of the national legislation of the countries to which the EU-CONEXUS partner Universities belong.

For more details on the retention period of your data, please consult the register available on the EU-CONEXUS website.

Chapter V: Data security

EU-CONEXUS gives great importance to the security and integrity of your personal data.

Thus, and in accordance with the GDPR, we undertake to take all the necessary precautions to preserve the security of your data, and in particular to protect them against any alteration, destruction, loss, distribution or unauthorized access, as well as against any other form of unlawful processing or communication to unauthorized persons.

Chapter VI: Data breach

In the event of a personal data breach collected and processed by EU-CONEXUS, EU- CONEXUS undertakes to inform the administrative authorities responsible for ensuring the protection of personal data in each country that is member of EU-CONEXUS.

If such breach poses a high risk to learners, EU-CONEXUS notifies the persons concerned by e-mail.

Chapter VII: Your rights

In accordance with the General Data Protection Regulation (EU) 2016/679 of April 27, 2016 known as "RGPD", you have the following rights can be exercised by a written request, signed and dated, sent to our headquarters or to the email addresses presented on Chapter IX, from this privacy policy.

• a right of access (Article 15 of the GDPR): right to obtain confirmation that your data is being processed or not

• a right of rectification (Article 16 of the GDPR): right to obtain, as soon as possible, that inaccurate data concerning you be rectified and that incomplete data be completed

• a right to erasure (article 17 of the GDPR): right to obtain the erasure of data concerning you if you have withdrawn your consent to the processing, when you object to it, when the data are no longer necessary for the purposes of the processing, when they have been the subject of unlawful processing, or when they must be erased by virtue of a legal obligation. The right to erasure is not an absolute right. EU-CONEXUS reserves the right not to follow up the exercise of the right of erasure without violating the GDPR and national law from partner countries.

• a right to limit processing (article 18 of the GDPR): right to obtain restriction of processing, in particular if you dispute the accuracy of the data, when their processing is unlawful, or if you need it for the assessment, the exercise or defense of your legal rights

• a right of opposition (article 21 of the GDPR): right to object at any time to the processing of data, except when this is necessary for the performance of a task of public interest or for the purposes the legitimate interests of the data controller, and the right to object to the processing carried out for prospecting purposes

• a right to portability (article 20 of the GDPR): the right to receive the data in a structured, commonly used, machine-readable format, and to transmit them to another controller without the initial controller there obstruct, when the processing is based on consent or on a contract, and carried out using automated processes

• a right of complaint to the administrative authority of the EU-CONEXUS countries:

- in France : If a person considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: dpo@univ-lr.fr. If a person considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: CNIL - Complaints Department, 3 Place de Fontenoy , TSA 80715
- 75334 Paris Cedex 07.

- in Spain: If a person considers that the processing of personal data concerning him or her does

not comply with European data protection regulations, this person can send a complaint to the following address: dpd@ucv.es. In case of non-satisfactory response from the UCV responsible, then this person has to communicate with the Spanish agency for data protection (Agencia Española de Protección de datos), C/ Jorge Juan, 6. 28001 - Madrid, Tel. +34 91 266 35 17

- in Greece: If a person considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: vagelismallios@yahoo.gr. In case of non-satisfactory response from the AUA responsible, then this person has to communicate with the Hellenic Data Protection Authority (HDPA), Kifissias 1-3, PC 115 23, Athens, Greece C, telephone: +30-210 6475600 and e-mail: contact@dpa.gr.

- in Croatia: If a person considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: gdpr@unizd.hr. In case of non- satisfactory response from the UNIZD responsible, then this person has to communicate with the Croatian Personal Data Protection Agency (AZOP), Selska cesta 136, 10 000 Zagreb, Croatia, e-mail: azop@azop.hr

- in Romania: If a person considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: dpo@utcb.ro. In case of non- satisfactory response from the UTCB responsible, then this person can communicate with the Romanian Data Protection Authority: ANSPDCP – dataprotection.ro, anspdcp@dataprotection.ro, address: B-dulG-ral. Gheorghe Magheru 28-30, Sector 1, București, România. Tel.: +40.318.059.211.

- in Lithuania: If a data subject considers that the processing of personal data concerning him or her does not comply with European data protection regulations, this person can send a complaint to the following address: dpo@ku.lt .In case of non- satisfactory response, then this person can communicate with the State Personal Data Protection Inspectorate in accordance with the provisions of Article 77 of the Regulation (EU) 2016/679. Email: ada@ada.lt a right to an effective judicial remedy against a supervisory authority (article 78 of the GDPR)

Chapter VIII : EU-CONEXUS website information

The following information is collected on the EU-CONEXUS website:

- data of the data subject's computer, data on visits to and use of the University website (IP address, type of browser, location from which you were directed, duration of visits and number of page views);
- when the data subject fills in various data collection forms provided on the University websites,
- any other data sent by the data subject to EU-CONEXUS.

EU-CONEXUS websites use the Google Analytics collection and analysis system, which provides information about the use of the website. The system uses cookies stored on users' computers. Google Analytics is used to generate reports on the use of this website. This information will be kept by Google in accordance with Google's privacy policy.

Personal data provided by the data subject on the EU-CONEXUS websites will be used for the following purposes:

- For sending EU-CONEXUS newsletters (with the consent of the data subject),
- Adapting EU-CONEXUS websites to the personal needs of browsers,
- providing statistical information on the number of visitors to the EU-CONEXUS website to third parties (without personal information).

Chapter IX: Contact

For any request or for information (for storing, for editing, for deleting…) concerning the privacy policy of EU-CONEXUS, complaints/notifications/requests can be sent to EU- CONEXUS Partner Universities by using the contact form on website.

You can also send an email to the Data Protection Officer from your home university: For La

Rochelle Université (France) : dpo@univ-lr.fr

For La Universidad Católica de Valencia (Spain): dpd@ucv.es

For the Agricultural University of Athens (Greece): vagelismallios@yahoo.gr For the

University of Zadar (Croatia): gdpr@unizd.hr

For the Technical University Of Civil Engineering Bucharest (Romania): dpo@utcb.ro For

Klaipeda University (Lithuania): dpo@ku.lt

Chapter X: Changes to the privacy policy

EU-CONEXUS reserves the right to change this policy unilaterally whenever it seems necessary and/or for example following relevant legislative changes. In the event of changes to this Privacy Policy, EU-CONEXUS will make them known through the website: https://www.eu-conexus.eu/ and on websites of Partner Universities by updating the posted Privacy Policy document. We encourage users to check those pages regularly for updates on the latest Privacy Policy.