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Data Management Plan

for research projects

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| --- | --- | --- | --- |
| Project |  | | |
| Reference |  | | |
| Principal Investigator |  | | |
| Version |  | ***Version date*** |  |

### CHANGELOG

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| --- | --- | --- | --- |
| ***Version*** | ***Changes made*** | ***Author*** | ***Date*** |
| 0100 | Initial version |  | 08/5/2023 |
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|  |  |  |  |

# Summary of data

*Provide a summary of the data (source, format, type of data, volume) and the planned data processing and modifications (imputation, validation, sampling, quality analysis).*

# FAIR Data

## FINDABLE (Findable):

*Data and metadata can be found by the community after publication, using search tools.*

F1. Assign a unique and persistent identifier to data and metadata.

F2. Describe the data with metadata in a neat and tidy way.

F3. Register/Index data and metadata in a search resource

F4. The metadata must specify the identifier of the data being described.

## ACCESSIBLE:

*The data and metadata are accessible and can therefore be downloaded by other researchers using their identifiers.*

A1 Data and metadata can be retrieved by their identifiers through standardised communication protocols.

A1.1 Protocols must be open, free and universally implemented.

A1.2 The protocol must allow procedures for authentication and authorisation (if necessary).

A2 Metadata must be accessible, even if the data is no longer available.

## INTEROPERABLE (Interoperable):

*Both data and metadata must be described according to the rules of the community, using open standards, to enable sharing and reuse.*

I1. Data and metadata should use a formal, accessible, sharable and broadly applicable language to represent knowledge

I2. Data and metadata use vocabularies that follow the FAIR principles.

I3. Data and metadata include qualified references to other data or metadata.

## REUSABLE:

*The data and metadata can be reused by other researchers, as their provenance and the conditions for reuse are clear.*

R1. Data and metadata contain a multitude of accurate and relevant attributes.

R1.1. Data and metadata are published with a clear and accessible licence on their use and re-use.

R1.2. Data and metadata is associated with provenance information

R1.3. Data and metadata follow the relevant standards used by the community of the particular domain.

# Allocation of resources

*Explain resource allocation*

# Data security

*Address data recovery, access control (who, how and when access will be granted), version control, secure storage and transfer of sensitive data.*

# Ethical aspects

*Explain the ethical or legal issues that may affect the collection and exchange of data, such as data protection, informed consent or liability in the processing of data.*

# Other issues

*Reference other national/sectoral/institutional/funding/institutional procedures used in research data management.*

# Other support in the development of the plan

*Explain the resources used for the development of the plan (statistical software, external consultancy, anonymisation tools, data repositories).*

# References

* State Investigation Agency PGD Template:

[*https://dmp.csuc.cat/template\_export/872158758.pdf*](https://dmp.csuc.cat/template_export/872158758.pdf)

* FAIR Principles: Good practices for the management and administration of scientific data (News of 22/10/2017 in datos.gob.es):

[*https://datos.gob.es/es/noticia/principios-fair-buenas-practicas-para-la-gestion-y-administracion-de-datos-cientificos*](https://datos.gob.es/es/noticia/principios-fair-buenas-practicas-para-la-gestion-y-administracion-de-datos-cientificos)