ATROCITY VICTIMS AND JUSTICE: A THEORY AND TYPOLOGY OF ATROCITY VICTIMS' NEEDS, INCLUDING EMPIRICAL RESEARCH IN UGANDA

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Project abstract:

Atrocity victimisation causes severe, prolonged harm, degrades human dignity, and severs experiences of socio-political citizenship, leaving victims with myriad needs as they seek to function: to survive, recover, and, eventually, thrive.

Political philosophers argue need satiation is vital to human functioning and attention to needs should inform political decision-making. It follows that satiation of/attention to victims' needs is essential to victim functioning and vital to the political processes that shape remedial justice policy. Victims' needs, however, are poorly understood by victimologists: this is true in 'ordinary crime' contexts but is more apparent in atrocity studies. A handful of empirical studies have considered victims' interests; while informative, they sought preferences and opinions, without dealing with the distinct concept of need.

Where need has been paid any attention, theory has given way to subjective perceptions, leaving the concept undefined and ambiguous. A theoretical understanding is completely lacking, and absence of a practice-shaping framework hinders efforts to respond to victims.

This nascent research seeks to fill considerable gaps, by setting out a theory of atrocity victims' needs that elucidates: an ontological understanding of such needs; a typology thereof; and empirical analysis, in a Ugandan case study, of how they manifest dynamically. This will contribute to policy, laying out evidence-based, victim-centred approaches to redress.

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FWO DMP (Flemish Standard DMP)

1. Research Data Summary

List and describe all datasets or research materials that you plan to generate/collect or reuse during your research project. For each dataset or data type (observational, experimental etc.), provide a short name & description (sufficient for yourself to know what data it is about), indicate whether the data are newly generated/collected or reused, digital or physical, also indicate the type of the data (the kind of content), its technical format (file extension), and an estimate of the upper limit of the volume of the data.

				Only for digital data	Only for digital data	Only for digital data	Only for physical data
Dataset Name	Description	New or reused	Digital or Physical	Digital Data Type	Digital Data format	Digital data volume (MB/GB/TB)	Physical volume
Verbatim text Transcript: victim interviews	I am conducting qualitative semi- structured interviews with atrocity victims in Uganda to ascertain their expressed needs and analyse their interests and perceptions of justice. The text transcripts derived from audio recordings of the interviews.	Generate new data	Digital	Observational	.docx/ or .txt	<100MB per transcript	
Verbatim text Transcript: victim focus groups	I am conducting qualitative semi- structured focus group with atrocity victims in Uganda to ascertain their expressed needs and analyse their interests and perceptions of justice. Also from a group/collective perspective. The text transcripts are derived from audio recordings of the focus.	Generate new data	Digital	Observational	.docx/ or .txt	<100MB per transcript	
Audio recordings victim interviews	I will record the interviews using a digital audio recorder (audio only) .	Generate new data	Digital	Primary observational data	.mp3 or .wma	<2GB per interview	
Audio recordings focus groups	I will record the focus using a digital audio recorder (audio only).	Generate new data	Digital	Primary observational data	.mp3 or .wma	<2GB per focus group	
Coded interview transcripts - NVIVO	I will code the victim interviews using NVIVO software.	Generate new data	Digital	Qualitative analysis of observational data	.nvb	<20GB	
Coded focus group transcripts - NVIVO	I will code the focus groups using NVIVO software.	Generate new data	Digital	Qualitative analysis of observational data	.nvb	<20GB	
Coding of academic articles and digital books on NVIVO	I am already using NVIVO software to conduct a literature review, in the interests of theory building, through a grounded theory methodology.	Generate new data	Digital	Qualitative analysis of primary data	.nvb	<50GB	
Word document notes relating to physical books	I am creating digital notes as I read and analyse physical books.	Generate new data	Digital	Qualitative analysis of primary data	.docx/ or .txt	<100MB	
Coding of word document notes relating to physical books - NVIVO	My digital notes are coded as part of the aforementioned literature review process.	Generate new data	Digital	Qualitative analysis of primary data	.nvb	<1GB	<50GB
Publicly available data from prior empirical victim research	Reuse of publicly available data from prior empirical victim research, including survey data.	Reuse existing data	Digital	Qualitative analysis of observational data	.docx/ , .txt , .pdf	unknown	

Publicly available victim testimonies	Use of publicly available victim testimonies.	Reuse existing data	Digital and Physical	Observational data	.docx/ , .txt , .pdf , .mp3 , .wma , .mp4	unknown	
coding of the previous two data categories as well as notes deriving from them - NVIVO	Coding of data from prior empirical victim research and publicly available victim testimonies as well as notes deriving from them.	Generate new data	Digital	Observational data	.nvb	<20GB	
General Notes – word document	A document which facilitates ongoing miscellaneous note taking	Generate new data	Digital	Observational data	.docx/ or .txt	<100MB	
General Notes – word document coded in NVIVO	Coding of the general notes document	Generate new data	Digital	Observational data	.nvb	<1GB	
Physical field notes and memos	A physical book for recording field notes and memos in Uganda.	Generate new data	Physical	Observational data	Physical journal / book		several volumes of exercise books
Digitised field notes and memos	A document for recording field notes and memos in Uganda.	Generate new data	Digital	Observational data	.docx/ or .txt	<100MB	
Coded Digitised field notes and memos - NVIVO	Coding of the digitised field notes and memos document	Generate new data	Digital	Qualitative analysis of observational data	.nvb	<1GB	
Physical field journals	A field journal for recording daily experiences in the field	Generate new data	Physical	Observational data	Physical journal / book		several volumes of exercise books
Digitised field journals	A digital version of the prior data type.	Generate new data	Digital	Observational data	.docx/ or .txt	<100MB	
Coded digitised field journals - NVIVO	Coding of the digital field journal in NVIVO	Generate new data	Digital	Qualitative analysis of observational data	.nvb	<1GB	
Metadata - interviews and focus groups	A document recording the metadata in relation to each interview and focus group	Generate new data	Digital	Compiled/aggregated data	.docx/ or .txt or .pdf	<100MB	
Metadata - notes, journals, memos	A document recording the metadata in relation to general notes and field notes, journals, memos	Generate new data	Digital	Compiled/aggregated data	.docx/ or .txt or .pdf	<100MB	
Metadata - academic sources	Metadata academic sources, stored using Mendeley reference management software	Generate new data	Digital	Compiled/aggregated data	Mendeley desktop database	<100GB	
Pseudonymisation code key	An encrypted key that helps me re-identify anonymised and pseudonymised respondents.	Generate new data	Digital	compiled/aggregated data	.docx/ or .txt or .pdf	<100MB	

If you reuse existing data, please specify the source, preferably by using a persistent identifier (e.g. DOI, Handle, URL etc.) per dataset or data type:

I am reusing both digital and physical data.
Digital:

1. reuse of publicly available digitised datasets from prior empirical victim research, including survey data. At this stage, I have identified two relevant databases, those of the Harvard Humanitarian Intiative and the Peacebuilding Data Project, available at http://www.peacebuildingdata.org/interactivemaps.

Physical:

1. reuse of publicly available analog datasets from prior empirical victim research. At this stage, I have identified two relevant databases, both in the possession of Promoter Parmentier, concerning research he conducted with colleagues in Bosnia and Herzegovina and Serbia.

2. (re)use of victim testimonies contained in physical archives, i.e., the archive of the National Memory and Peace Documentation Centre, Kitgum, Uganda

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? Describe these issues in the comment section. Please refer to specific datasets or data types when appropriate.

- Yes, human subject data

There are ethical issues concerning the collection of personal data of atrocity victims. Personal data will be pseudonymised during transcription and public discussions and dissemination of the data will involve techniques of anonymisation.

Some data may have the potential to indirectly identify victims, i.e., due to particular facts arising in the interviews/focus groups. Again, all attempts will be made to anonymise data where it is made publicly available/accessible.

Will you process personal data? If so, briefly describe the kind of personal data you will use in the comment section. Please refer to specific datasets or data types when appropriate.

- Yes

Victim respondents will be pseudonymised at the point of data collection, unless a contrary desire is expressly conveyed by the respondent. Respondents will be assigned a respondent code (number-letter combination), which corresponds to a 'Key' stored in a Word document stored in separate and secured folder (a Windows BitLocker encrypted folder, which requires authentification to unlock the folder) on the researcher's laptop hard drive, which is backed up on the encrypted KU Leuven network drive. The 'Key' Word document itself will also be password protected. The 'Key' Word document will be stored in a different BitLocker folder to that housing the transcript and audio files. The latter are subject to temporary storage (see following paragraph).

Although the Ugandan government is no longer outwardly hostile to victim populations, there is always a risk of government misuse of data. The author takes the protection
of respondents' data very seriously; every effort will be made to prevent misuse.

The researcher will also take great care to ensure the protection of respondents' identities. However, it is likely that some personal identification information (e.g., names, addresses, contact details) will be contained in audio recordings. The audio recorder will be stored in a locked bag on the researcher's person. Audio recordings will be uploaded onto the researcher's laptop as soon as practicable, where they will be stored in a Bitlocker encrypted folder. The audio files will then be immediately deleted from the audio recorder.

The audio files will be transcribed as soon as possible, in Uganda, and the audio recordings will then be immediately deleted from the laptop. Transcriptions will also be stored in a secured BitLocker folder. During transcription, any identifying markers (names, locations, etc) will be replaced with pseudonyms: only where these features are essential will they correspond to a code in the 'Key' word document; otherwise the pseudonyms will seek to ensure anonymity. Age brackets and general locations of offenses will be recorded in lieu of exact ages and locations.

Some personal data may have the potential to indirectly identify victims (i.e., particular facts, harm suffered, general location of atrocity crime, type of atrocity crime, type of harm, gender, descriptions of crimes and/or perpetrators, occupation, work place details, education, details about place of education, religious affiliation, details about frequented places of worship, details about local infrastructure, and so on). Where this data is not relevant to the research, it will be pseudonymised. If it is relevant, such data will be anonymised on the occasion of public dissemination and use of the data (i.e., in articles, book chapters, presentations).

Of course, compliance with the General Data Protection Regulation (GDPR) requires that all personal data processing activities are recorded. I will keep detailed records of dealings with personal data and register personal data processing activities as per the requirements of the GDPR.

Does your work have potential for commercial valorization (e.g. tech transfer, for example spin-offs, commercial exploitation, …)? If so, please comment per dataset or data type where appropriate.

- No

Do existing 3rd party agreements restrict exploitation or dissemination of the data you (re)use (e.g. Material/Data transfer agreements/ research collaboration agreements)? If so, please explain in the comment section to what data they relate and what restrictions are in place.

- No

Are there any other legal issues, such as intellectual property rights and ownership, to be managed related to the data you (re)use? If so, please explain in the comment section to what data they relate and which restrictions will be asserted.

- No

2. Documentation and Metadata

Clearly describe what approach will be followed to capture the accompanying information necessary to keep data understandable and usable, for yourself and others, now and in the future (e.g., in terms of documentation levels and types required, procedures used, Electronic Lab Notebooks, README.txt files, Codebook.tsv etc. where this information is recorded).

Six (6) separate README.txt files will be created to describe six different data types/sets. These files will ensure the data is kept understandable and, where relevant, (re)usable. The files will also contain the metadata pertaining to the relevant data type/set. The particulars of each file are as follows:

1. A README.txt file will be created to accompany the **interview and focus group transcripts** as well as the transcripts coded in NVIVO. The file will include the following information:

a. A pseudonymised list of the interviews and focus groups, with relevant information included, i.e., the interview code, needs identified therein, needs expressed by the respondent.

b. an explanation of the naming convention applied to the interview and focus group transcript documents/files and the reasons why it was chosen,

c. an explanation of ethical issues considered and how and why transcripts were pseudonymised, anonymised, and/ why sections may have been redacted.

d. An explanation of the methodology used during the interviews and focus groups;

e. An explanation of the methodology used to code the transcripts;

f. a code book, listing and explaining the codes used;

g. a category list, listing and explaining the categories applied.

h. a combined DCMI/DDI style metadata table (see following section for details)

i. technical information needed to open the dataset files, including a brief description of the required software

2. A second README.txt file will be created to explain the NVIVO **literature review**.

a. An exhaustive list of the literature consulted, including the following information: author name; type of source (i.e., book, journal article, report, etc.); title; publication year; publisher; journal volume number and page location, where applicable; nature of source (online/physical).

b. an explanation of the naming convention applied to the source files and the reasons why it was chosen,

c. An explanation of the methodology used during the review;

d. An explanation of the methodology used to code and categorise the literature;

e. a code book, listing and explaining the codes used;

f. a category list, listing and explaining the categories applied.

g. a combined DCMI/DDI style metadata table (see following section)

h. technical information needed to open the dataset files, including a brief description of the required software

3. A README.txt file will be created to accompany the data from **prior empirical victim research**, including coded materials. The file will include the following information:

a. An exhaustive list of the studies and datasets consulted, including the following information: author name; type of source (i.e., book, journal article, report, etc.); title; publication year; publisher; journal volume number and page location, where applicable; nature of source (online/physical); location of the data set.

b. an explanation of the naming convention applied to the data files and the reasons why it was chosen,

c. An explanation of why each study and/or dataset consulted: i.e., an explanation of why it was relevant; the situation it considered; and its strengths, limitations, and weaknesses, e.g., regarding its usefulness and quality.

d. An explanation of the methodology used to review the studies and/or datasets;

e. An explanation of the methodology used to code and categorise the studies/data;

f. a code book, listing and explaining the codes used;

g. a category list, listing and explaining the categories applied.

h. a combined DCMI/DDI style metadata table (see following section)

i. technical information needed to open the dataset files, including a brief description of the required software

4. A README.txt file will be created to accompany the **publicly available victim testimonies** as well as the analysis there of, i.e., coded sources. The file will include the following information:

a. An exhaustive list of the testimonies consulted, including the following information: where they were located/collected from; which atrocity situation they were relevant to; the type of source (i.e., written, audio, video, interview, artistic piece); the year of the testimony; nature of source (online/physical); location of the data set.

b. An explanation of why each testimony was consulted: i.e., an explanation of why it was relevant; the situation it considered; why it was valuable vis-a-vis the project.

c. an explanation of the naming convention applied to the testimonies and the reasons why it was chosen,

d. an explanation of any ethical issues considered and how and why testimonies may have been pseudonymised, anonymised, and/or why sections may have been redacted.

e. An explanation of the methodology used to review the testimonies;

f. An explanation of the methodology used to code and categorise the testimonies;

g. a code book, listing and explaining the codes used;

h. a category list, listing and explaining the categories applied.

i. a combined DCMI/DDI style metadata table (see following section)

j. technical information needed to open the dataset files, including a brief description of the required software

5. A README.txt file will be created to accompany the digitised **general and field notes, field journals, and memo documents** and the coded versions of these documents. The file will also record and explain the physical equivalents of these digital documents, and a printed version of the file will be placed with each collection of physical materials. The file will include the following information:

a. a description of the particulars of each source: its type (physical or digital), its title, its author (whether written by me or a colleague), its date

b. a description of how and why each source was compiled. I.e. a description of the writing process and the reasons for choosing this approach

c. a record of where and when each source was written (for the journal a date range)

d. an explanation of ethical issues considered and how and why journal entries and notes may have included pseudonymisations, anonymisations, and/or some parts may have been deleted or redacted.

e. a record of where physical sources are stored

f. an explanation as to why particular data was subsequently reviewed and coded

g. an explanation of the methodology used to review the data

h. An explanation of the methodology used to code and categorise the data

i. a code book, listing and explaining the codes used

j. a category list, listing and explaining the categories applied

k. a combined DCMI/DDI style metadata table (see following section)

l. technical information needed to open the dataset files, including a brief description of the required software

6. A README.txt file will be created to explain why a **pseudonymisation code key** was used. The file will include the following information:

a. an explanation as to why sources where pseudonymised, i.e., why a key was necessary as a security measure.

b. an explanation as to the choice of coding system,

c. It WILL NOT provide access to the key itself or information about the contents, so as to protect the identities of respondents. Contact details for the researcher and promotors will be included, so that any future researcher can justify why they might need access to the key, i.e., for a follow up or longitudinal study. It is highly unlikely that any other researcher will be able to justify why they should have access to the key. The exception might be a new researcher brought in to join the extant team.

d. a combined DCMI/DDI style metadata table (see following section). Obviously this will be a very limited table.

e. technical information needed to open the encrypted and password protected file, including a brief description of the required software

Will a metadata standard be used to make it easier to find and reuse the data? If so, please specify (where appropriate per dataset or data type) which metadata standard will be used. If not, please specify (where appropriate per dataset or data type) which metadata will be created to make the data easier to find and reuse.

- Yes

Given the inter-disciplinarity of my research, a generic metadata standard is preferred; as such, the **Dublin Core Metadata Element Set (Dublin Core or DCMI)** will be used as a basic metadata standard. I will, however, incorporate elements of the the **Data Documentation Initiative (DDI)** standard to take proper account of my observational data (i.e., interview and focus group transcripts and analysis; notes, journals, and memo transcripts and analysis)

The structural and descriptive metadata will be included in the 6 thematic README.txt files described above, i.e., those pertaining to the following 6 data sets:

1. interview and focus group transcripts
2. literature review
3. prior empirical victim research
4. publicly available victim testimonies
5. general and field notes, field journals, and memo documents
6. pseudonymisation code key

Each will include a **Dublin Core style metadata table, with columns for each of the 15 structural metadata properties** which are required for resource description according to the DCMI standard:

1. Contributor(s)
2. Coverage
3. Creator
4. Date
5. Description
6. Format
7. Identifier
8. Language
9. Publisher
10. Relation (i.e. to other resources)
11. Rights (relevant to the source)
12. Source
13. Subject
14. Title
15. Type

Further columns will be included for my observational data according to the DDI standard. I will seek the advice of colleagues at the Leuven Institute of Criminology

and other colleagues in my disciplines to decide which further properties might be required.

The descriptive metadata will be included under the columnar property headings (i.e. under the structural metadata column property headings). I will refer to the DCMI Syntax guide and Type Vocabulary as well as the DDI standard vocabulary, where applicable, to ensure the metadata is machine searchable and can be processed efficiently.

An extra (7th) README.txt file will compile a description of all metadata, again using a DCMI/DDI informed table for all data.

The README.txt files will also include **descriptions of the file name styles used for each data type** (i.e., descriptions of file name formats). This will be set out as follow:

1. For interview and focus group transcripts

Structural data recorded for interviews and focus groups:

Title (i.e., Interview/focus Group Transcript Victim number (encryption key code identifier) or focus group number (encryption key code identifier)); interview/focus group **date** (a general date will be given for security and safety purposes, i.e., month and year); general interview/focus group **location**; **data collector**; **transcription date**. For coded transcripts add word - '**CODED**" (**coder**), and '**date of completion**'.

Example with incorporation of descriptive metadata:

Interview transcript victim S24, September 2024, Uganda, Rischbieth, CODED (Rischbieth), 23rd May 2025

2. For the literature files - Titles will be laid out as follows:

Note. **For coded literature** the following will be added in brackets at the end of the title: word '**CODED**" will be added as well as the '**date of completion**'.

a. **Structural data recorded for Books** -

Author name(s). (publication year). book title. publication location, publisher.

Examples with incorporation of descriptive metadata:

Letschert, R and van Dijk, J. (2011). The New Faces of Victimhood: Globalization, Transnational Crimes and Victim Rights. London, Springer.

Letschert, R and van Dijk, J. (2011). The New Faces of Victimhood: Globalization, Transnational Crimes and Victim Rights. London, Springer (CODED, 25 November 2026)

b. **Structural data recorded for Book chapters:**

Author name(s). (publication year). 'chapter title' in editors name(s) (ed.), book title. publication location, publisher.

Examples with incorporation of descriptive metadata:

Freeman, S. (2006). 'The Law of Peoples, Social Cooperation, Human Rights, and Distributive Justice' in E. Franken Paul and F. D. Miller (eds.), *Justice and Global Politics*. Cambridge: Cambridge University Press

Freeman, S. (2006). 'The Law of Peoples, Social Cooperation, Human Rights, and Distributive Justice' in E. Franken Paul and F. D. Miller (eds.), *Justice and Global Politics*. Cambridge: Cambridge University Press (CODED, 28 November 2025)

c. **Structural data for Journal articles:**

Author name(s). (publication year). 'article title', Journal title, Volume number, starting page

Examples with incorporation of descriptive metadata:

Cook, K. S. and Hegtvedt, K. A. (1983). Distributive Justice, Equity, and Equality. *Annual Review of Sociology*. 9, 217

Cook, K. S. and Hegtvedt, K. A. (1983). Distributive Justice, Equity, and Equality. *Annual Review of Sociology*. 9, 217 (CODED, 13 March 2027)

d. **Structural data for Reports**:

Author name(s). (publication year). 'report title', Institution name(s), report numner (if applicable). Available at <hyperlink>

Examples with incorporation of descriptive metadata:

Cook, B., David, F., and Grant, A., (1999). New Research on Victims of Crime in Australia: Victims' needs, victims' rights. Report, Australian Institute of Criminology Research and Public Policy, Series No. 19. Available at <https://www.aic.gov.au/sites/default/files/2020-05/rpp019>

Cook, B., David, F., and Grant, A., (1999). New Research on Victims of Crime in Australia: Victims' needs, victims' rights. Report, Australian Institute of Criminology Research and Public Policy, Series No. 19. Available at <https://www.aic.gov.au/sites/default/files/2020-05/rpp019> .(CODED 29 January 2024)

e. **Structural data for News articles**:

Author name(s). 'article title', news, publisher/institution, pinpoint date. Available at <hyperlink>

Examples with incorporation of descriptive metadata:

Kasande, S. K. (2020). The Trial of Dominic Ongwen: Has the Time for Accountability for Sexual Crimes in Contexts of War Finally Come? News, International Centre for Transitional Justice. 13 March 2020. Available at, <https://www.ictj.org/news/trial-dominic-ongwen-has-time-accountability-sexual-crimes-contexts-war-finally-come>

Kasande, S. K. (2020). The Trial of Dominic Ongwen: Has the Time for Accountability for Sexual Crimes in Contexts of War Finally Come? News, International Centre for Transitional Justice. 13 March 2020. Available at, <https://www.ictj.org/news/trial-dominic-ongwen-has-time-accountability-sexual-crimes-contexts-war-finally-come>(CODED, 14 July 2027)

3. **Structural data for prior empirical studies datasets:**

Title (study name); researcher name(s); name of data set (if applicable); year of publication)

Example with incorporation of descriptive metadata.

Peacebuilding Data Project, Vinck and Pham, UGANDA dataset, 2008.

4. **Structural data for Victim testimonies**:

Title; victim name/identifier (where public); archive name; archive location; year of publication

Examples with incorporation of descriptive metadata.

Joe Blogs, National Memory and Peace Documentation Centre, Kitgum, Uganda, 2011.

Victim 781S, National Memory and Peace Documentation Centre, Kitgum, Uganda, 2014.

5. **Structural data for general notes:**

Note title, brief content descriptor, author, date

Example with incorporation of descriptive metadata.

Note 7, contemplating security needs (1), James Rischbieth, 17 September 2023

6. **Structural data for field notes**:
Field note title, brief content descriptor, author, date
Example with incorporation of descriptive metadata.
Field note 28, Observation documentation centre in Pader (3), James Rischbieth, 11 March 2024
6. **Structural data for Journals**:
Journal title, author
Example with incorporation of descriptive metadata.
Field Journal number 6 - Northern Uganda, Trip 2 - 17 April 2024-23 April 2024, James Rischbieth
7. **Structural data for Memos**:
memo title, brief content descriptor, author, date
Example with incorporation of descriptive metadata.
Memo 13, Comment on *Interview transcript victim S24*, James Rischbieth, September 2024
8. **Structural data for NVIVO Files**:
a. QUALITATIVE ANALYSIS, Coded and Categorised Transcripts and Focus Groups, data analysis, NVIVO
b. LITERATURE REVIEW, Coded and Categorised Literature, data analysis, NVIVO
c. NOTES, JOURNALS, and MEMOS, Coded and Categorised notes, journals and memos, data analysis, NVIVO
d. REVIEW PRIOR EMPIRICAL VICTIM RESEARCH, Coded and Categorised prior empirical research, data analysis, NVIVO
e. REVIEW VICTIM TESTIMONIES, Coded and Categorised victim testimonies, data analysis, NVIVO

3. Data storage & back-up during the research project

Where will the data be stored?

For the storage of data, the researcher will use KU Leuven's Desktop File Storage service, which incorporates personal & shared network folders, which are stored encrypted on a Personal Network Drive (researcher) and Shared Network Drive (researcher and promotors), all backed up and stored on the KU Leuven network drive, i.e., the KUL ICTS Data Centre’s storage infrastructure.

More specifically, all data will be stored within dedicated personal Microsoft 'BitLocker' encrypted folders on an extra storage drive on the researcher, James Rischbieth's, laptop. The laptop is password protected and the drive uses KU Leuven multifactor identification. The extra drive will be installed by KU Leuven ICTS staff, who will also set up the required folders. These folders will be backed up on the KU Leuven network drive (as shared network folders), with access shared between the researcher and the promotors: Stephan Parmentier and Antony Pemberton. These password protected files will be backed up on an encrypted 1TB external hard drive, which will be locked in a locked filing cabinet in the researcher's office or, whilst in the field, in a lockbox in the researcher's residence.

It is worth reiterating that audio data will only be stored until transcription has been completed and will then be deleted: i.e., as soon as possible.

All physical data, i.e., journals, field notes, memos, recording devices, will be secured by the researcher: in the field, the data will be stored in a locked bag, kept on the researcher's person; at KU Leuven, the data will be stored in the researcher's office in a locked filing cabinet; at the the researcher's home office, the physical data will be stored in a private storage cabinet. All locked infrastructure will only be accessible to the researcher: the exception is the filing cabinet in the researcher's KU Leuven office, which is also accessible to the promotors.

How will the data be backed up?

All data is stored on the KU Leuven network drive, which is backed-up automatically on a daily basis. A copy of all central network drive data is stored at a 2nd location, ensuring 'disaster recovery.' As such, all digital data will be stored in a way that prevents data loss and misuse.

Due to its nature, some physical data (i.e., field journals, notes, and memos) cannot be easily backed up; however, as noted, crucial physical data will be scanned, digitised, and coded in NVIVO. It will, thus, also be stored on the KU Leuven network drive.

Is there currently sufficient storage & backup capacity during the project? If yes, specify concisely.
If no or insufficient storage or backup capacities are available, then explain how this will be taken care of.

- No

At this point, the elucidated data storage framework is not yet operational.

However, to this point in the project, only publicly accessible data has been used: i.e., during a literature review.

The data storage framework described in this DMP will be set up and operational before the field research commences.

How will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

As mentioned, the data will be securely stored in dedicated Microsoft 'BitLocker' encrypted folders, which are stored and backed up, encrypted on the KU Leuven network drive. All such folders require authentification to unlock them. Crucially, the all important 'Key' Word document will be stored in an entirely separate BitLocker folder, to provide extra security vis-a-vis the identification of respondents.

The folders on the network drive will be set up as 'shared network folders', with access shared between the researcher and the promotors: Stephan Parmentier and Antony Pemberton. As such, the relevant KU Leuven network drive 'Security Group' consists of James Rischbieth, Stephan Parmentier, and Antony Pemberton. The use of a Security Group allows the applicant and the promotors to access and manage the data and, if necessary, include/remove KUL staff from the Security Group. It also ensures that data is not accessed or modified by unauthorised individuals.

It is worth reiterating that audio data will only be stored until transcription has been completed and will then be deleted: i.e., as soon as possible.

All physical data, i.e., journals, field notes, memos, recording devices, will be secured by the researcher: in the field, the data will be stored in a locked bag, kept on the researcher's person; at KU Leuven, the data will be stored in the researcher's office in a locked filing cabinet; at the the researcher's home office, the physical data will be stored in a private storage cabinet. All locked infrastructure will only be accessible to the researcher: the exception is the filing cabinet in the researcher's KU Leuven office, which is also accessible to the promotors.

Some physical data will be carried in the field; every effort to be taken to ensure security. All devices, journals, memos, etc, will be carried in a locked bag, kept on the researcher's person at all times. Passcodes will be used to secure all multimedia devices.

What are the expected costs for data storage and backup during the research project? How will these costs be covered?

Data protection costs during research are estimated to cost use of the Desktop File Storage system will cost €519 per 1TB block per year. This comes to 2076 for the entire PhD period. (prices calculate using the KU Leuven interactive storage guide).

After research: use of the Server Backend Storage system will cost €54 per
100GB (500GB max.) per year.

4. Data preservation after the end of the research project

Which data will be retained for at least five years (or longer, in agreement with other retention policies that are applicable) after the end of the project? In case some data cannot be preserved, clearly state the reasons for this (e.g. legal or contractual restrictions, storage/budget issues, institutional policies...).

All research data will be preserved for 10 years from the completion of the research, in accordance with the KU Leuven Research Data Management Policy. The KU Leuven policy states that 'after the end of the research, relevant research data must be retained for a
minimum of 10 years in a safe, secure and sustainable way for the purposes of reproducibility, verification, and potential reuse; a best effort is expected to make relevant research data available for reuse; ... deletion of data must be justified and documented; (and) documentation relating to the data should not be deleted as this impedes the audit trial.'

The exception, of course, is the audio data of the victim interviews and focus groups, which will be deleted as soon as practicable during the research.

After 10 years, the researcher and promotors will decide together whether it is necessary to store the data for a longer period. If any data is retained for a further period, a reminder date will be set. At this point, the researcher and promotors will again decide whether the data should be retained. If, after 10 years or a further period, ongoing storage is no longer necessary the data will be deleted.

Where will these data be archived (stored and curated for the long-term)?

After completion of the PhD, the digital data will be archived on the KU Leuven ICTS Data Centre's Server Backend Storage infrastructure, which is apt for small volumes and recommended by the KUL Data centre for archival purposes.

After the PhD is completed, all physical data will be transferred to the promotors, who will store the data in their offices in a secure cabinet. Promotor Parmentier is likely to retire shortly after the completion of the PhD; as such, in practice, Pemberton is likely to be responsible for the long term storage, management, and curation of the data, although Parmentier will also be involved.

What are the expected costs for data preservation during the expected retention period? How will these costs be covered?

During research: use of the Desktop File Storage system will cost €519 per
1TB block per year.

After research: use of the Server Backend Storage system will cost €54 per 100GB (500GB max.) per year.

These costs will be covered using the FWO bench fee.

5. Data sharing and reuse

Will the data (or part of the data) be made available for reuse after/during the project? In the comment section please explain per dataset or data type which data will be made available.

- Yes, in an Open Access repository

Only 3 data sets/types will be made available on two public repository: the KU Leuven Research Data Repository (RDR) and Zedo. All 3 sets have significant scientific value for subsequent studies.
1. the transcripts of the victim interviews
2. the transcripts of the focus groups
3. the code book and categories relating to these sources
These data will be shared on the Zenodo platform.
The data will be pseudonymised. I will take a do no harm approach: any potentially identifying information will be anonymised or redacted.

If access is restricted, please specify who will be able to access the data and under what conditions.

N/A

Are there any factors that restrict or prevent the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions)? Please explain in the comment section per dataset or data type where appropriate.

- Yes, Privacy aspects
- Yes, Ethical aspects

All victim respondents and personal data must remain anonymous. As noted, pseudonyms will be used for all respondents, and the interview and focus group transcripts will be the subject of anonymisation and redaction where there is any potential to identify atrocity victims.
Of course, I will not share the identification key relevant to the interview/focus group participants.

Where will the data be made available? If already known, please provide a repository per dataset or data type.

All 3 data sets as well as supporting metadata will be made available on the (i) KU Leuven RDR and (ii) Zenodo platforms.
Because of the interdisciplinary nature of my research, I have chosen to avoid disciplinary specific depositories for the moment; however, as the research develops, I may consider making the data available on specialised depositories in addition to RDR and Zenodo.

When will the data be made available?

The data will be made available upon publication of research results: at the latest upon the completion of the project.

Which data usage licenses are you going to provide? If none, please explain why.

I will provide an adapted Creative Commons License, most likely a Creative Commons Attribution license, which has a citation condition: i.e., a CC BY license.
As I proceed, I will also consider the implications of the commercial use of the data; as such, I may choose to apply an additional non-commercial use condition: i.e., a CC BY-NC license.

Do you intend to add a PID/DOI/accession number to your dataset(s)? If already available, you have the option to provide it in the comment section.

- Yes

Not yet applicable, but I will add a DOI to each dataset.

What are the expected costs for data sharing? How will these costs be covered?

As the data sets are likely to be quite minimal in size, I do not foresee any costs. If costs arise, they will be covered by the FWO bench fee. Alternatively, they may be covered by institutional funds, i.e., a contribution from the Leuven Fund on Transitional Justice.

6. Responsibilities

Who will manage data documentation and metadata during the research project?

The PhD researcher, James Rischbieth, is responsible for handling all data during the project. This includes: the collection and creation of data; analysis of data; documents ordering the data; metadata; storage and backup responsibilities; data security; pseudonymisation of primary interview data; anonymisation and pseudonymisation of data entering the public realm; personal data protection responsibilities; and data sharing. The supervisors of the project, Stephan Parmentier and Antony Pemberton will manage and will be responsible for the data after the end of the project, including management of long term data preservation (for 10 years)-and sharing.

Who will manage data storage and backup during the research project?

The PhD researcher, James Rischbieth, is responsible for handling all data during the project. This includes data storage and backup activities.

Who will manage data preservation and sharing?

The supervisors of the project, Stephan Parmentier and Antony Pemberton will manage and will be responsible for the data after the end of the project, including management of long term data preservation (for 10 years)-and sharing.

Who will update and implement this DMP?

The PhD researcher, James Rischbieth, is responsible for handling all data during the project. This includes all updates to and full implementation of this DMP. There is one exception: the long term management of data and post project implementation of this DMP will be conducted by the supervisors of the project, Stephan Parmentier and Antony Pemberton.