

NOVEMBER 1, 2017

**IP DATA MANAGEMENT PLAN
PROJECT**

SI LEAD

[Company Name]

[Company Address]

DATA MANAGEMENT PLAN

PROJECT PROFILE

| | |
|-------------------------------|---|
| <i>Programme title</i> | Strengthening HIV Field Epidemiology Infectious Disease Surveillance & Lab Diagnostic Program(SHIELD) |
| <i>Implementing Org</i> | Center for clinical research nigeria |
| <i>Mission Partner</i> | University of Maryland Baltimore |
| <i>Project start date</i> | 12-Nov-2016 |
| <i>Project end date</i> | 12-Aug-2017 |
| <i>Project summary</i> | Strengthening HIV Field Epidemiology Infectious Disease Surveillance and Lab Diagnostic Program [SHIELD] is a 5 years Health system strengthening project to be carried out by the University of Maryland Baltimore under the Division of Epidemiology and the Division of Clinical Care and Research |
| <i>Grant reference number</i> | |
| <i>Ethics Approval</i> | Program must be of social or scientific value to either participants, the population they represent, the local community, the host country or the world. |

DATA MANAGEMENT PLAN

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|---------------------------------------|--------------------|--|
| <i>Initial date of DMP completion</i> | <i>1/12/2017</i> | |
| <i>Version</i> | <i>1.0</i> | |
| <i>Approval</i> | <i>Director SI</i> | |
| | <i>PI /CoP</i> | |

| | | |
|--------------------------------------|--------------------|--|
| <i>Review date of DMP completion</i> | <i>1/12/2017</i> | |
| <i>Version</i> | <i>2.0</i> | |
| <i>Approval</i> | <i>Director SI</i> | |
| | <i>PI /CoP</i> | |

DATA MANAGEMENT PLAN

| <i>Data Collection and Analysis</i> | |
|--|-----------------------|
| <i>Data Collection Processess</i> | Collected by hand |
| <i>Name of Report</i> | Test report |
| <i>Thematic Area</i> | |
| <i>Frequency of Data Collection</i> | |
| <i>Data Type</i> | dont know |
| <i>Data Format</i> | |
| <i>Data Collection and Reporting Tools</i> | |
| <i>Data Flow Chart</i> | |
| <i>Health Facility</i> | Generates the report |
| <i>Implementing Partner</i> | Mgic |
| <i>LGA</i> | AMAC |
| <i>State mo H</i> | Non involved |
| <i>CDC</i> | Determines the report |
| <i>fmo H</i> | Archives |

DATA MANAGEMENT PLAN

| <i>Data Storage – Digital Data</i> | |
|---------------------------------------|------|
| <i>Volume Ofdigital Data</i> | |
| <i>Storagetype</i> | DBs |
| <i>Storagelocation</i> | |
| <i>Backup</i> | None |
| <i>Datasecurity</i> | |
| <i>Patientconfidentialitypolicies</i> | |
| <i>Storage of pre Existing Data</i> | |

DATA MANAGEMENT PLAN

| <i>Data Storage – Non Digital Data</i> | |
|--|--------------|
| <i>non Digital Data Types</i> | Registers |
| <i>Storage Location</i> | File Cabinet |
| <i>Safeguards and Requirements</i> | |

DATA MANAGEMENT PLAN

| | |
|---|-------------|
| <i>Intellectual Property, Copyright and Ownership</i> | |
| <i>Contracts and Agreements</i> | None |
| <i>Ownership</i> | Fully Us |
| <i>use of Third Party Data Sources</i> | None Needed |

DATA MANAGEMENT PLAN

| <i>Data documentation and management</i> | |
|--|--|
| <i>Stored Documentation and Data Descriptors</i> | Dont know |
| <i>Naming Structure and Filing Structures</i> | camel Case Name, arranged Alphabetical order |

DATA MANAGEMENT PLAN

| <i>Access and sharing</i> | |
|-----------------------------------|---------------------|
| <i>Data Access</i> | Everyone with Login |
| <i>Data Sharing Policies</i> | Only staff |
| <i>Data Transmission Policies</i> | SSL Secured |
| <i>Sharing Plat Forms</i> | Mobile |

DATA MANAGEMENT PLAN

| <i>Post-program data retention, sharing and destruction</i> | |
|---|---------------------|
| <i>Data to Retain</i> | None |
| <i>pre Existing Data</i> | Nope |
| <i>Duration</i> | As long as relevant |
| <i>Licensing</i> | MIT |
| <i>Data Retention</i> | Yes, anticipated |
| <i>Data Rention</i> | In place |