

# Research data management policy<sup>1</sup>

## Purpose<sup>2</sup>

The University has policies and procedures in place to ensure good research practice and to sustain<sup>3</sup> programmes of excellent and ethical research. Policies are also concerned with research quality promoting the highest standards of integrity, impartiality and respect for data. The University recognises that effective research data management through the research life cycle is a key component of good research conduct and contributes to a culture of research excellence.

Research data is a valuable asset and the University supports the principle of open access to research data as set out by the Organisation for Economic Cooperation and Development (OECD) and Research Councils UK (RCUK). Research data refers to any type of data created, collected or generated in a digital or non-digital form that is analysed to produce original research results.

The aims of this policy are to<sup>4</sup>

- support openness and transparency in research undertaken at the University by ensuring research<sup>5</sup> is of the highest integrity and is underpinned by accurate robust data
- promote open access to research data to facilitate data sharing and collaboration and support the University's charitable mission of disseminating research findings
- ensure that the University adheres to the Research Councils UK Common Principles on Data Policy, is compliant with the specific requirements of the EPSRC policy framework on research data and provides accountability for the use of public funds
- establish the responsibilities of researchers in relation to research data management and archiving and set out the University's processes for support and guidance

## Policy requirements<sup>6</sup>

### 1. Data management<sup>7</sup>

1.1. Responsibility for research data generated during a project lies with the principal investigator<sup>8</sup> or in the case of a PhD project, the director of studies. It is their duty to ensure that all members of the research team with access to the research data adhere to good research data management practice. In the case of collaborative projects, if the principal investigator is based elsewhere, the lead researcher at Sheffield Hallam University must take responsibility for all data generated here.