

**Research Data Management**

**Policy**

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# Research Data Management Policy

The Royal Veterinary College supports the ‘Common Principle of Data Policy’ as provided by RCUK (see Annex 1). The College recognises the high value placed on research and asserts that good research is supported and underpinned by good research data management.

This is an aspirational policy and will be reviewed as appropriate by the Research Data Management Project Board. Implementation will be gradual, with full compliance by May 2015, in line with the requirements of the funding bodies.

This policy gratefully draws on the resources and expertise provided by the Digital Curation Centre and the RDM policies of other UK HEIs.[[1]](#footnote-1)

## RDM Policy

1. The College is committed to ensuring that research conducted maintains the highest possible standards of integrity. Research data will be managed to the highest standards throughout the research data lifecycle.
2. The College is committed to the ethos of open access to research data, within the parameters of intellectual property protection and contractual requirements.
3. Responsibility for research data management and the creation of data management plan lies primarily with Principal Investigators (PIs) as part of their project management responsibilities.
4. All new research proposals must include research data management plans addressing data capture, management, integrity, confidentiality, retention, sharing and publication.
5. The College will provide training, support and advice to facilitate the creation and implementation of research data management and research data management plans.
6. Where possible, researchers should seek to recover the direct costs of managing research data generated by projects from the research funder.
7. Unless the terms of research grants or contracts provide otherwise, data generated by research projects are the property of the Royal Veterinary College. The legitimate interests of the subjects of research data must be protected.
8. The College will provide mechanisms and services for storage, backup, registration, deposit and retention of research data assets, supporting future access after project completion.
9. Research data will be offered and assessed for deposit and retention in an appropriate national or international data service or domain repository, or a College repository. Data retained elsewhere, must be registered with the College.
10. Exclusive rights to reuse or publish research data should not be handed over to commercial publishers or agents without retaining the rights to make the data openly available for re-use, unless this is a condition of funding.

## Annex 1

 **RCUK common principles on data policy[[2]](#footnote-2)**

* Publicly funded research data are a public good, produced in the public interest, which should be made openly available with as few restrictions as possible in a timely and responsible manner that does not harm intellectual property.
* Institutional and project specific data management policies and plans should be in accordance with relevant standards and community best practice. Data with acknowledged long-term value should be preserved and remain accessible and usable for future research.
* To enable research data to be discoverable and effectively re-used by others, sufficient metadata should be recorded and made openly available to enable other researchers to understand the research and re-use potential of the data. Published results should always include information on how to access the supporting data.
* RCUK recognises that there are legal, ethical and commercial constraints on release of research data. To ensure that the research process is not damaged by inappropriate release of data, research organisation policies and practices should ensure that these are considered at all stages in the research process.
* To ensure that research teams get appropriate recognition for the effort involved in collecting and analysing data, those who undertake Research Council funded work may be entitled to a limited period of privileged use of the data they have collected to enable them to publish the results of their research. The length of this period varies by research discipline and, where appropriate, is discussed further in the published policies of individual Research Councils.
* In order to recognise the intellectual contributions of researchers who generate, preserve and share key research datasets, all users of research data should acknowledge the sources of their data and abide by the terms and conditions under which they are accessed.
* It is appropriate to use public funds to support the management and sharing of publicly-funded research data. To maximise the research benefit which can be gained from limited budgets, the mechanisms for these activities should be both efficient and cost-effective in the use of public funds.
1. DCC: UK Institutional data policies <http://www.dcc.ac.uk/resources/policy-and-legal/institutional-data-policies> [Accessed 18 July 2013] [↑](#footnote-ref-1)
2. RCUK Common Principles on Data Policy (2011), <http://www.rcuk.ac.uk/research/datapolicy/> [Accessed 18 July 2013] [↑](#footnote-ref-2)