26 June 2018

Lund University policy on research data – PROPOSAL

The strategic plan for Lund University 2017–2026 stipulates that research findings are to be made openly accessible. This is in line with the research strategy bill *Kunskap i samverkan – för samhällets utmaningar och stärkt konkurrenskraft* (*Knowledge in collaboration – for societal challenges and strong competitiveness* prop. 2016/17:50) and with the requirements set by increasing numbers of research funding bodies. Lund University strives for research and research findings to be disseminated efficiently and in compliance with ethical guidelines.

In order to enable continued positive development of research at Lund University, the University's research strategy states that research is to be supported by research infrastructure that is both accessible and fit for purpose. A central part of the University's investment in research infrastructure is to work proactively on issues concerning research data in digital form and the management thereof, in particular with regard to data storage and accessibility. In the long term, open access to research data provides added value in the form of increased quality, utilisation and visibility of research, etc.

This document describes Lund University's policy for the management of research data – its aim, general principles and issues of responsibility.

1. Definition of research data
Research data means all forms of stored information, both data gathered through primary research and obtained secondarily from research sources, that is analysed for research purposes and forms the basis for the results and conclusions generated by research.

2. Objective
The policy is to promote high-quality and appropriate management of research data, by providing guidance to researchers and other employees at Lund University who manage research data.

3. General principles

(a) The FAIR principles
The management of research data should follow the international FAIR principles[1] (*F - Findable, A - Accessible, I - Interoperable, R - Reusable*). According to these principles, research data should be made searchable,

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[1] Wilkinson, Mark D., et al. (2016). "The FAIR Guiding Principles for scientific data management and stewardship". Scientific data 3, Article number 160018. http://doi.org/10.1038/sdata.2016.18

accessible, interoperable (i.e. processable), and suitable for further development and reuse for new research endeavours. Lund University strives to make research data and associated metadata searchable, accessible and possible to process for research purposes for a long time, which generally means over several generations of the hardware and software required to process them.

(b) Open access to research data
Lund University works actively to promote open access to research findings and research data, in compliance with both the strategic plan and the research strategy for the University. Research data at Lund University should be made openly accessible for use in future research without inappropriate fees or other requirements, unless there are legal obstacles to open access. Lund University safeguards the researcher's freedom to decide on the time and ways of making research data accessible. However, research data are generally covered by the Public Access to Information and Secrecy Act and are to be released on request.

(c) Processing personal information
The processing of personal information for research purposes is only permitted if there is a legal basis for it. Personal information can, for example, be pseudonymised in the process, which means that the personal details can no longer be attributed to a specific person unless complementary data are used. Complementary data that enables identification, e.g. in case a person whose details are included in a data set requests to be removed from the data processing, are to be stored separately and protected through technical or organisational measures. Research data including personal details are to be reported to the University's data protection officer.

(d) Verification of research findings
Research data are to be accessible so that they can be freely used to support, verify and, if required, defend the methods and results of the research.

(e) Archiving and destruction
Research data are to be stored in a way that facilitates access for as long as it is deemed to be of value for continued research, and are also to be prepared for long-term storage and archiving in compliance with the University guidelines. Research data may only be destroyed if there is a rule allowing for this. Destruction is to follow Lund University's local application decisions on the destruction of research documents.

4. Responsibility
As the principal for research, Lund University has overall responsibility for ensuring that research data are reliable and managed legally, securely, and in alignment with good practice in research. All research projects conducted at Lund University are to appoint a person responsible for research data who ensures compliance with the University's current policy on research data. If the person responsible leaves Lund University or for some other reason is unable to fulfil their task, the responsibility passes to the head of the department where the research project is based, until a new person can be appointed. If research data are handed over to another part of Lund University, the responsibility is also passed on to that organisational unit.