Belgian Federal Science Policy Office (BELSPO): BELSPO DMP + - BELSPO DMP +

1. General Information

Name applicant

BELSPO Project Code, Title and Acronym

Affiliation

- Institute for Cultural Heritage KIK-IRPA
- Institute of Natural Sciences IRSNB-KBIN
- Institute for Space Aeronomy BIRA-IASB
- Meteorological Institute IRM-KMI
- Museums for Art and History MRAH-KMKG
- Royal Library KBR
- Museum for Central Africa MRAC-KMMA
- Museums of Fine Arts MRBAB-KMSKB
- Observatory and Planetarium ORB-KSB
- State Archives AGR-ARA | Centre for Historical Research and Documentation on War and Contemporary Society SOMA-CEGES
- Other (specify below)

2. Data description

Will you generate/collect new data and/or make use of existing data?

- Generate new data
- Reuse existing data

Describe the origin, type and format of the data (per dataset) and its (estimated) volume.

Guidance:

> If you reuse existing data, specify the source of these data. Distinguish data types (the kind of content) from data formats (the technical format).

3. Ethical and legal issues

Will you use personal data? If so, shortly describe the kind of personal data you will use AND add the reference to your file in your host institution's privacy register.

- Yes - default
- No

Guidance:

> In case your host institution does not (yet) have a privacy register, a reference is not yet required of course; please add the reference once the privacy register is in place in your host institution.

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? If so, add the reference to the formal approval by the relevant ethical review committee(s).

- Yes
- No

Does your work possible result in research data with potential for tech transfer and valorisation? Will IP restrictions be claimed for the data you created? If so, for what data and which restrictions will be asserted?

- Yes
- No

Do existing 3rd party agreements restrict dissemination and exploitation of the data you (re)use? If so, to what data do they relate and what restrictions are in place?

- Yes
- No

4. Documentation and metadata

What documentation will be provided to enable understanding and reuse of the data collected/generated in this project?

Will a metadata standard be used? If so, describe in detail which standard will be used. If not, state in detail which metadata will be created to make the data easy/easier to find and reuse.

- Yes
- No

5. Data Storage & backup during the BELSPO project

Where will data be stored?

How will data be backed up?

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.

- Yes
- No

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

Guidance:

Although BELSPO has no earmarked budget at its disposal to support correct research data management, BELSPO allows for part of the allocated project budget to be used to cover the cost incurred.

Data security: how will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

6. Data preservation after the end of the BELSPO project

In case only a selection of the data can/will be preserved, clearly state the reasons for this (legal or contractual restrictions, physical preservation issues...).

Where will these data be archived (= stored for the long term)?

Guidance:

BELSPO expects researchers to deposit data needed to validate results in scientific publications and other raw/curated data specified in the DMP in a certified/trusted data repository or data centre with the highest standards for preservation, curation, deposit and reuse.

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

Guidance:

Although the BELSPO has no earmarked budget at its disposal to support correct research data management, BELSPO allows for part of the allocated project budget to be used to cover the cost incurred.

7. Data sharing and reuse

Are there any factors restricting or preventing the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions)?

- Yes (specify below)
- No

Which data will be made available after the end of the project?

Guidance:

BELSPO observes the principle that data needed to validate results in scientific publications and other raw/curated data specified in the DMP should be 'as open as possible, as closed as necessary'.

Where/how will the data be made available for reuse?

- In an Open Access repository
- In a restricted access repository
- Upon request by mail
- Other (specify below)

Guidance:

BELSPO expects researchers to deposit data in a certified/trusted data repository or data centre with the highest standards for preservation, curation, deposit and reuse.

When will the data be made available?

Guidance:

BELSPO expects that data are available to third parties at the latest at the same time as the publications they underpin.

Who will be able to access the data and under what conditions?

Guidance:

BELSPO observes the principle that data should be 'as open as possible, as closed as necessary'.

What licence will be used for Open Research Data?

- CC0
- CC-BY

Guidance:

BELSPO expects open data to be made available under a license permitting full redistribution and full reuse. The Creative Commons licenses [CC0](#) and [CC-BY](#) are recommended so as to remove any legal doubt about whether researchers can reuse the data.

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

Guidance:

Although BELSPO has no earmarked budget at its disposal to support correct research data management, BELSPO allows for part of the allocated project budget to be used to cover the cost incurred.

8. Responsibilities

Who will be responsible for the data documentation & metadata?

Who will be responsible for data storage & backup during the project?

Who will be responsible for ensuring data preservation and sharing?

Who bears the end responsibility for updating & implementing this DMP?

Belgian Federal Science Policy Office (BELSPO): BELSPO DMP + - GDPR Record

GDPR record

Have you registered personal data processing activities for this project?

- Yes
- No
- Not applicable

Belgian Federal Science Policy Office (BELSPO): BELSPO DMP + - DPIA

DPIA

Have you performed a DPIA for the personal data processing activities for this project?

- Yes
- No
- Not applicable