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¹ **Type:** Use one of the following codes (in consistence with the Description of the Action):

- R: Document, report (excluding the periodic and final reports)
- DEM: Demonstrator, pilot, prototype, plan designs
- DEC: Websites, patents filing, press & media actions, videos, etc.

² **Dissemination level:** Use one of the following codes (in consistence with the Description of the Action)

- PU: Public, fully open, e.g. web
- SEN: Sensitive, limited under conditions of the Grant Agreement

Table of Contents

- Summary 4
- 1 Introduction 4
- 2 Data Summary 4
 - 2.1 Data description..... 6
- 3 Data Management Strategy 10
 - FAIR Data 10
- 4 Allocation of Resources 12
- 5 Data Security 12
 - 5.1 Provisions for Data Security 12
- 6 Data ethics 13
- 7 Conclusion 13

Summary

This report describes the strategy adopted by the READJUST consortium to ensure an effective and responsible management of the data collected and used throughout the lifecycle of the project. It therefore contains preliminary information on the type of data used and/or expected to be collected and used within each WP, and the FAIR principles regulating their management. Furthermore, the report includes information on the infrastructure in place to support all READJUST partners in managing non-commercially sensitive data.

1 Introduction

The Horizon Europe Model Grant Agreement requires the establishment of a regularly updated DMP which complies with the relevant regulations in Europe and funding agency criteria. This DMP is therefore based on the template recommended for Horizon Europe beneficiaries. By completing the sections of the template, the requirements for research data management of Horizon Europe as described in article 17 and analysed in the Annotated Grant Agreement, are all addressed.

This deliverable refers to Task 6.5 included in WP6: Project Management and Scientific Coordination. The Task states that A DMP is to be drafted within six months from the start of the project and kept up-to-date throughout the implementation of the project. The DMP shall be available to all consortium partners at any time and revised after the main data collection phase (month 24) and at the end of the project (month 42). Additionally, the DMP shall evaluate the publication and dissemination of the data collected throughout the project. It follows that the exploitation plan shall be developed by observing agreements and regulations of the DMP. If necessary, the DMP can be revised and necessary updates indicated in the periodic report so that future efforts with REAJUST remain compliant with EU regulations.

2 Data Summary

The main types of data currently envisaged to be collected in the project include:

- (1) Specification of the case studies by EIT Urban Mobility and EIT Food. This may potentially include sensitive data;
- (2) Meetings, workshops and event summaries;

- (3) Results of surveys among stakeholders and experts;
- (4) Reports (All deliverables);
- (5) Scientific publications;
- (6) Qualitative and quantitative data generated in the READJUST self-assessment tool;
- (7) Data generated by the READJUST policy tracker tool;
- (8) In case personal data will be deemed necessary to collect for the project purposes, this will be done in accordance with GDPR.

2.1 Data description

Work Package	Data	Owner	Data Format	Description of Data	Dissemination level
WP1 <i>Identify inequalities in twin transition and track driving policies aggravate existing inequalities</i>	Twin transition inequalities	Fraunhofer SG	Text data / text report (docx, pdf)	Review of other research and ongoing projects on inequalities in twin transitions, review guides and reports from public and private institutions on inequalities in twin transitions in selected areas	Public (PU)
		Fraunhofer SG	Unstructured data (docx, avi)	Key stakeholder interviews in identified areas and across spatial levels (local, regional, national). The purpose of collecting interviews is to inform about twin transition inequalities. Personal data such as name, surname, and contact details of the interviewees as well as their personal opinions can be considered sensitive and thus will not be shared outside of the READJUST project.	Sensitive (SEN) - Interview transcripts
	Twin transition related policies and regulations	Fraunhofer SG	Text data (docx, pdf)	Review of twin transition related policies, regulations, and policy reports. The purpose of data collection is to understand the consideration of twin transition inequalities in current policy making.	Public (PU)
		Fraunhofer SG	Unstructured data (docx, avi)	Interviews with national experts in the related sectors and cases of focus. The purpose of collecting interviews is to understand how twin transition policies may lead to inequalities in the selected sectors. Personal data such as name, surname, and contact details of the interviewees as well as their personal opinions can be considered sensitive and thus will not be shared outside of the READJUST project.	Sensitive (SEN) - interview transcripts
	Factors driving twin transition inequalities	University of Amsterdam	Text data (docx, pdf)	Study of policy reports. The purpose of collecting reports is to identify factors driving factors driving inequalities in the twin transition.	Public (PU)
		University of Amsterdam	Text data (docx, pdf, nlogo, vdf)	Literature review and simulation model. The purpose of data collection is to review relevant literature on twin transition and social simulation.	Public (PU)
		University of Amsterdam	Unstructured data (docx, pdf)	Stakeholder interviews with policymakers, large organizations, researchers, and civil society members will be carried out and collected to validate the proposed simulation model. Personal data such as name, surname, and contact details of the interviewees as well as their personal opinions can be	Sensitive (SEN) - interview transcripts



				considered sensitive and thus will not be shared outside of the READJUST project.	
	Twin transition vulnerabilities	VTT	Unstructured data (docx, avi)	Three online focus group interviews with 10-15 participants will be carried out and collected to map impacts of twin transitions and identify vulnerable groups. Personal data such as name, surname, and contact details of the interviewees as well as their personal opinions can be considered sensitive and thus will not be shared outside of the READJUST project.	Sensitive (SEN) - interview transcripts
	Vulnerable needs assessment	VTT	Text data / Unstructured data (docx, avi)	Textual data collected through online platforms (e.g. wiki-surveys and online scenario workshops/processes). The purpose of data collection is to understand perceived inequalities as a consequence of the twin transition by the broad public. The results of surveys and similar activities will be anonymized.	Sensitive (SEN) – surveys and online scenario workshop/processes
WP2 READJUST inequality observatory	Policy tracker tool	Yaghma	Text data / Unstructured data (pdf, csv, docx, xlsx)	Governmental policy data (from websites, APIs). The purpose of collecting policies is for filtering on elements that pertain to the twin transition. This will give an overview of the state of policy development to address twin transition and related inequalities.	Public (PU)
		Yaghma	Unstructured data (docx, avi)	Interviews of potential users. The purpose of data collection is to get a better understanding of user expectations and to define tool requirements. Data on interviews (name and personal opinions) can be considered as sensitive. This data will not be made publicly available.	Sensitive (SEN) – interview transcripts
		Yaghma	Structured data (py, sqlite3)	User credentials will be required to login into the software. This data will be encrypted.	Sensitive (SEN) – User credentials
	Inequality index	VTT	Numerical data (xlsx, csv)	Spatial and structural data on various factors that may impact inequality, such as: distribution of job opportunities, access to education and training, access to digital infrastructure, digital literacy, green financing.	Public (PU)
	Equality self-assessment tool	Yaghma	Text data (docx, pdf)	Twin transition policies. The purpose of data collection is for analysis by the self-assessment tool.	Public (PU)
		Yaghma	Unstructured data (docx, avi)	Interviews of potential users. The purpose of data collection is to get a better understanding of user expectations and to define tool requirements. Data on interviews (name and personal opinions) can be considered as sensitive. This data will not be made publicly available.	Sensitive (SEN) – interview transcripts

		Yaghma	Structured data (py, sqlite3)	User credentials will be required to login into the software. This data will be encrypted.	Sensitive (SEN) – User credentials
WP3 <i>Co-creation of policy measures for equal twin transition</i>	Co-creation framework	VTT	Text data (docx, pdf)	Literature review of co-design, co-creation and inclusive policy-making approaches. The purpose of data collection is to establish a framework for co-creation of just policy measures.	Public (PU)
	Co-creation activities	EIT Urban Mobility	Unstructured data, images, contact data (docx, pdf, png, xlsx)	Workshops and focus groups to identify responsible policy measures. The purpose of data collection is to better understand viewpoints from different stakeholders on policy measures and to elaborate mitigation measures to address the identify inequalities. Participants’ personal data are considered sensitive and will thus not be shared outside of the READJUST project. Pictures taken during the workshop may be shared with the public upon consent of the participants.	Sensitive (SEN) - personal data, and images from focus groups. Public (PU) focus groups results and workshop images.
WP4 <i>Policy roadmap and policy options for supporting twin transitions</i>	Transition paths towards just twin transition	VTT	Unstructured data, images, contact data (docx, pdf, png, xlsx, jpg)	Workshop and interviews together with the practice partners and their networks (EIT Food, EIT UM, and Solidar). Participants’ personal data such as name, surname, and contact details of the interviewees as well as their personal opinions can be considered sensitive and thus will not be shared outside of the READJUST project. Pictures taken during the workshop may be shared with the public upon consent of the participants.	Sensitive (SEN) – personal data Public (PU) – workshops results and images.
	Policy advice and recommendations to moderate twin transitions consequences	Solidar	Unstructured data	Three policy labs will be organized to provide space for structured exchange among policymakers active in the two selected sectors and stakeholders (at EIT Food, EIT UM and Brussels). Participants’ personal data such as name, surname, and contact details will be collected only for registration purposes and thus kept confidential.	Sensitive (SEN) – personal data Public (PU) results and images.
WP5 <i>Innovation Management</i>	Dissemination and networking	Eurice	Text data, images (.pdf, .docx, .png, .jpg, .ai, .eps, .indd)	Results from three policy roundtables and four dissemination webinars on project results; e.g. data from collaborative workshops, interviews, focus groups with stakeholders (e.g. policymakers, citizens, representatives from civil society or non-governmental organisations). Participants’ personal data	Sensitive (SEN) – personal data Public (PU) roundtable and

				such as name, surname, and contact details will be collected only for registration purposes and kept confidential.	dissemination event results and workshop images.
		Yaghma	Contact data / Text data	Data on stakeholder analysis, e.g. stakeholders' interest, attitude, influence, knowledge, and expectations. The purpose of data collection is to enhance the dissemination of the project. Sensitive information includes data on individuals affiliated with the identified stakeholders and as such, it will be treated with confidentiality.	Sensitive (SEN) – personal data

3 Data Management Strategy

All data gathered in the project are managed according to Open Research Europe's Guidelines for Handling Research Data. The Data Management Plan for READJUST follows YAG's internal research data handling guidelines, Research Code of Conduct and the Open Access Policy. The plan includes detailed roadmaps on the planning, collection, processing, and publication of research data.

A well-established infrastructure for data management is used to support all READJUST partners in managing non-commercially sensitive data. It consists of the following building blocks:

- The READJUST Service Center, which supports READJUST partners and YAGHMA as the coordinator in relation to the data management infrastructure. It addresses questions and issues pertaining to individual data management and publication.
- All project data will be stored in a password-protected OneDrive & Share folder which ensures frequent back-ups and contains the possibility to restore data. The data will be stored during and up to two years after the project finalisation.
- All data is treated according to the FAIR principles³, including research papers as well as open datasets.
- READJUST publish data with public dissemination level in a truly open science approach, i.e., making data not only available for project partners, but enabling proactive collaboration with stakeholders outside of the consortium to exploit the project results. READJUST allows for easy data sharing according to acknowledged standards and enables collaborative activities (e.g., peer review, creation of digital lab journals).
- The Data Management Platform, which enables data sharing among project partners and external stakeholders, thereby facilitating the exploitation of project results.

FAIR Data

All data is treated according to the FAIR principles, including research papers as well as open datasets.

³

https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf



Making Data Findable

The following measures will be applied to ensure the data generated during the project are findable:

- Issuing and supporting globally unique persistent identifiers;
- Applying widely used discovery metadata schema in human and machine-readable formats, including Dublin Core, DDI, DataCite and Schema.org;
- Ensuring data and outputs are registered or indexed in a searchable resource, e.g., DataCite, Schema.org, B2FIND, and VLO. This is supported by the media READJUST platform, i.e., a dedicated tool for publishing and managing research data open source.

Making Data Openly Accessible

The following measures will be applied to ensure the data generated during the project are accessible:

- Ensuring items are retrievable by their identifier using a standardised communications protocol, e.g., Hypertext Transfer Protocol, Rsync over SecureShell, Representational State Transfer, etc.;
- Supporting both session and API key-base authentication and authorisation protocols;
- Facilitating appropriately robust deaccession procedures should changes need to be made to the items, or if items need to be removed completely.

Making Data Interoperable

The following measures will be applied to ensure the data generated during the project are interoperable:

- Using formal accessible, shared and broadly applicable language for knowledge representation via a Linked Data approach supported with JSOB-LD for Schema.org;
- Ensuring the use of FAIR controlled vocabularies and data models;
- Ensuring qualified references to other relevant data or research outputs via the DDI schema.

Increase Data Re-Use

The following measures will be applied to ensure the data generated during the project can be re-used:

- Releasing items with a clear and accessible usage license, i.e., published under the default license CC0;
- Ensuring items are associated with detailed provenance, including information about authors, providers, distributors, and other related data, and supported by W3C PROV;
- Ensuring items meet relevant community standards in urban mobility and agri-food domains.

4 Allocation of Resources

Each consortium partners will take responsibility for their collected and processed data in collaboration with the Project Coordinator. The resources for long-term preservation (costs and potential value, time to keep the data) are decided on a per-user/per-partner basis.

5 Data Security

5.1 Provisions for Data Security

All project data will be stored in a password-protected OneDrive & Share folder, and on the password-protected internal management platform (cf. D6.1), which ensures frequent back-ups and contains the possibility to restore data.

Data transfer between partners should always be protected by a password. All partners are responsible for ensuring data security by appropriate measures (e.g., encryption) and regular back-ups.

The non-sensitive synthetic data will be stored in trusted/certified research data repositories. The security standards of the repository will apply in this case. The real-world data, if any, in the project will be pseudonymized and stored securely in encrypted servers with access controlled by strict authentication mechanisms such as university servers or private cloud infrastructure. The data will be backed up periodically to prevent data loss and ensure data recovery if needed. Data transfer may happen, if necessary, through encrypted channels. The minimum necessary amount of data can be transferred after anonymisation or pseudonymisation.

6 Data ethics

The project will combine qualitative and quantitative data collection to gain a deep understanding of twin transition inequalities. Specifically, the project will conduct a quantitative survey; may conduct qualitative interviews and/or focus groups with actors of the twin transition, NGOs/CSOs; policymakers; businesses; and scientists/researchers. Coordination and support action will be carried out in use-cases in agri-food and urban mobility. Any cross-border transfers of identifiable information will be subject to appropriate safeguards per GDPR Article 46. READJUST partners commit to comply with the ethics principles that govern universal research involving twin transition stakeholders, their data namely principles of safety and well-being, consent, anonymity, confidentiality, and data protection.

In case personal data is collected for the purpose of the READJUST project, such information will not be shared with third parties and partners will ensure to obtain consent on sharing personal data if required.

7 Conclusion

This report describes the READJUST project DMP, which will serve as a guide for all consortium partners to collect, use, and manage the data during the project lifecycle, as established by Deliverable 6.4.

In its current version, the DMP reflects the initial phase of the READJUST project in terms of data usage and collection. It provides an overview of the data used or expected to be used during the duration of the project, as well as the strategies, processes, resources, and infrastructure in place to ensure an effective and responsible management of data that complies with data security and ethics standards. The DMP is therefore expected to be subject to changes and updates throughout the implementation of READJUST.