Research Data Management Policy for Leeds Beckett University

Leeds Beckett University has agreed the following policy on Research Data Management, covering the activities of all researchers in our institution, both staff and students. It is acknowledged that full implementation of this policy will take place over a period of time.

1. Research data will be managed to the highest standards throughout the research data lifecycle, and will take into account the definitions and principles described in the RCUK Concordat on Open Research Data 2016.
2. Responsibility for research data management through an appropriate research data management plan during any research project or programme lies primarily with Principal Investigators (PIs).
3. All new research projects [from the date of adoption of this policy] must include research data management plans that explicitly address data capture, management, integrity, confidentiality, retention, deletion, sharing and publication, as laid out in the template.
4. Research data management plans must outline how research data are available for access and re-use where appropriate, under appropriate safeguards, and subject to ethical considerations.
5. Where possible, researchers should seek to recover the direct costs of managing research data generated by projects from the research funder.
6. The University will provide training, support, advice and, where appropriate, guidelines and templates for management of research data and for research data management plans.
7. Our University will provide mechanisms and services for storage, backup, registration, deposit and retention of research data assets in support of current and future access, during and after completion of research projects.
8. The Principal Investigator should ensure that all relevant research data are offered and assessed for deposit and preservation in an appropriate University, national or international data service or domain repository, unless specified otherwise in the data management plan. Any non-digital or digital data which is retained elsewhere, for example in an international data service or domain repository should be registered with the University, for example in our University repository.
9. Data should not be deposited with any organisation that does not commit to its access and availability for re-use, unless this is a condition of the project funding or arising from other requirements.
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.
11. All relevant data and the intellectual properties rights of that data are subject to our University’s IPR policy.