



# AgroParisTech - Institut des sciences et industries du vivant et de l'environnement: AgroParisTech - DMP template for Entity

## 1. Information about the structure

Acronym

Name

Nature (research unit, platform, research equipment...)

Abstract/Aim(s)

Thematic field(s)

Keywords

Person(s) in charge of the structure

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure*

Person(s) in charge of data management and openness

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL)*

Public and/or private partners

*Recommendations:*

*Name, role*

## 2. Information about the data - Origin(s) of the data

Data from external sources

*Recommendations:*

*Name of the dataset(s), nature, source(s) (persistent identifier or URL), volume, format(s), acquisition conditions (possible cost, reuse/licensing conditions), frequency of acquisition/updates if any*

Data produced by the structure

*Recommendations:*

*Nature (description), type, volume, format(s)*

Aim(s)/Use of each datatype in the structure

Protocol(s) of dataset(s) production

*Recommendations:*

*Brief description, additional documents can be attached to the DMP*

Particular tools needed to read data

*Recommendations:*

*Software for non-standard formats...*

## 3. Information about the data - Data quality and documentation

Person(s) in charge

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure*

Reference list(s)

*Recommendations:*

*For example, ontologies for taxonomy, geographic names, variable units...*

Control method(s)

*Recommendations:*

*Summary of the protocol and location of this document*

#### Metadata standard(s)

*Recommendations:*

*Presentation of the metadata standard(s) chosen; if none is chosen, explain why (lack of a suitable solution for the data being processed, etc.) and describe the solution adopted, if any*

#### Thesaurus/Ontology

*Recommendations:*

*Presentation of the controlled vocabulary(s) chosen for indexing. If none is chosen, explain why (lack of a suitable solution for the data processed, etc.) and describe the solution adopted, if any*

#### Location

*Recommendations:*

*Explain where and how the metadata will be stored during the project and after if the location is modified (text files, online repository...)*

#### Other data documentation elements

*Recommendations:*

*Specify if other contents documenting the datasets will be produced: data dictionary, README file, naming convention of the variables, etc. and their location if necessary*

### 4. Legal, regulatory and ethical measures

#### Person in charge of the compliance with the legal framework

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure. This does not involve individual responsibility. This role is to ensure compliance with the legal framework with the possible assistance of the legal services of the institution and its partners.*

#### Data ownership, intellectual property

*Recommendations:*

*Define the responsibilities of each partner on data. If a data use agreement is drafted and co-signed, attach it to the DMP. It is recommended to add this topic in joint unit agreements*

#### International Partnerships

*Recommendations:*

*Indicate if legal specificities are to be considered for certain partners (outside Europe, outside France...)*

#### Ethical framework

*Recommendations:*

*Specify how potential ethical issues will be addressed and deontological codes respected*

#### Personal Data

*Recommendations:*

*Indicate whether the structure need the collection or management of personal data, and the measures planned, if any, to comply with the General Data Protection Regulation (GDPR)*

#### Data from genetic resources

*Recommendations:*

*Mention if Access and Benefit Sharing (ABS, Nagoya Protocol) should be requested for the structure data*

#### Confidential Data

*Recommendations:*

*Indicate whether the structure needs the collection or production of data that are subject to a legal, regulatory, or ethical obligation of confidentiality, either temporarily or permanently (e.g., secret data, sensitive data). Specify how the risks are assessed and taken into account. If private partners are involved, specify what specific measures and conditions are taken to ensure data security. These conditions must be written into the partnership contracts, to be attached to the DMP.*

**Note:** Any confidentiality measures (total absence of publication, restrictions on access to data, etc.) must be precisely justified in the DMP. In the absence of legal, regulatory or ethical conditions justifying the application of these measures (nature of the data, conditions defined in a contract signed with a private partner, future economic valorization potential, etc.), finalized data produced within a public research framework fall under the principle of openness by default (Law for a Digital Republic).

AgroParisTech's policy on research data is based on this legal framework, and requires particular attention to the opening of data associated with scientific publications.

#### Open Data

*Recommendations:*

*Indicate whether the structure needs the collection or production of data that are subject to a legal, regulatory or ethical obligation to be open at the end of the project.*

**Note:** *Any confidentiality measures (total absence of publication, restrictions on access to data, etc.) must be precisely justified in the DMP. In the absence of legal, regulatory or ethical conditions justifying the application of these measures (nature of the data, conditions defined in a contract signed with a private partner, future economic valorization potential, etc.), finalized data produced within a public research framework fall under the principle of openness by default (Law for a Digital Republic). AgroParisTech's policy on research data is based on this legal framework, and requires particular attention to the opening of data associated with scientific publications.*

## **5. Organization and infrastructures - Storage**

Person in charge

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure.*

Method(s), supports

*Recommendations:*

*Describe the methods and infrastructure provided for storage; specify whether the rules differ for different file formats*

Geographical and institutional location

Funding

*Recommendations:*

*Existing and complementary resources*

Method of maintenance and security

*Recommendations:*

*Specify if rules differ for different file formats*

## **6. Organization and infrastructures - Backups**

Method(s), supports

*Recommendations:*

*Describe the methods and infrastructure provided for storage; specify whether the rules differ for different file formats*

Geographical and institutional location

Funding

*Recommendations:*

*Existing and complementary resources*

Method of maintenance and security

*Recommendations:*

*Specify if rules differ for different file formats*

## **7. Organization and infrastructures - Collaborative files sharing and access**

Infrastructures

*Recommendations:*

*Describe the common infrastructure and the ones by partner if applicable. Specify if it is an internal or outsourced infrastructure, and what tools are used*

Security

*Recommendations:*

*Describe the management of rights and roles attributable to users*

Naming of folders and files

*Recommendations:*

*Sum up the naming convention and give the location of this document*

Files versioning

*Recommendations:*

*Sum up the naming convention and give the location of this document*

Do the rules differ according to the file formats? Please detail if applicable

## 8. Data Opening

Person(s) in charge

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure*

Temporality

*Recommendations:*

*Specify the time frame for opening the data*

Data opening methods

*Recommendations:*

- **Data Repositories:** *Specify the data repositories identified, giving preference to trusted solutions (see [AgroParisTech policy](#)). What documents will accompany the deposit: protocols, codes, articles? Is an embargo necessary? If so, for how long and why? What type of permanent identifier will be assigned (DOI, etc.)?*
- **Data Paper:** *identify the targeted journal(s)*
- **Open License:** *identify the distribution license(s) to be applied to the data sets*

Open Data Publicity Methods

*Recommendations:*

*Planned communication and referencing sites for the open data and datapapers (website, researchers' personal pages, institutional referencing tools for scientific productions, etc.)*

Publication and archiving of the DMP

*Recommendations:*

*Is it planned? If so, where ( HAL? a catalog...)*

Reuse

*Recommendations:*

*How can the data be reused? In what kind of experiment?*

## 9. Archiving

Person(s) in charge

*Recommendations:*

*Name, status, employing institution, affiliation (For AgroParisTech research units, refer to the [institution's affiliation charter](#)), email, phone number, identifiers (ORCID, idHAL), role(s) in the structure*

Perimeter

*Recommendations:*

*Indicate if datasets are planned to be archived. If so, specify which one(s) and according to which parameter(s). It is important to consider, in this reflection, the ecological aspect of long-term storage. Indeed, data storage centers are energy consuming and the selection of data to be stored must consider this*

Volume

*Recommendations:*

*How much data will be archived?*

Infrastructure

*Recommendations:*

*Where will the data be archived? ([CINES](#), ...)*

Funding

*Recommendations:*

*Specify the resources needed*