



Integrated NBS-based Urban Planning Methodology
for Enhancing the Health and Well-being of Citizens

D11.3

Data Management Plan

WP11 – Project Coordination and Management



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Executive Summary

Deliverable 11.3, namely “Data Management Plan”, provides a roadmap for the data collection/generation, storage and processing procedures to be followed throughout the euPOLIS project. In principle, all data, that will be collected, generated, or re-used across the project’s life-cycle (that extends beyond the project duration), will be processed solely for scientific purposes and for supporting the development of NBS solutions.

This deliverable provides an outline of the data that need to be collected/generated and managed within euPOLIS. In general, only pseudonymized data will be exploited, therefore, the data will be irreversibly altered in such a way that a data subject can no longer be identified directly or indirectly, either by the data controller alone or in collaboration with any other party. Regarding city/area data, this will be appropriately controlled to ensure compliance with the privacy principles throughout all the development phases and the entire project life-cycle.

The data will be stored in databases hosted by secured servers that are regularly backed up, so as to ensure that access is only granted to authorized users and that the data are protected from illegal/inappropriate exposure and loss.

Informed consent from the users/participants/stakeholders regarding the processing of their data will be requested prior to their involvement in project related research activities. Furthermore, the users/participants/stakeholders will be given the option to easily withdraw their consent and consequently exercise their rights stemming from the General Data Protection Regulation (GDPR, 2016/679), such as the right to be forgotten as well as the right to resign from the study/research at any time and for any reason.

All project outputs, such as the deliverables, the datasets and the scientific publications, will be named and indexed with appropriate keywords and efforts will be made to promote the Open Access policies via communicating the technological and scientific results through the project’ website (<http://eupolis-project.eu/>) as well as through relevant research fora.

All data related activities will comply with the GDPR requirements and the EU regularizations. In parallel, euPOLIS participates in the Pilot on Open Research Data in H2020, and hence it will exercise the appropriate actions, in order to ensure that the project complies with the Findable, Accessible, Interoperable and Re-usable (FAIR) principles.

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List of Acronyms / Abbreviations

Table 1. euPOLIS partner short names used in this deliverable

Short name	Full name
AMPHI	Amphi International ApS
BioAssist	BioAssist S.A.
Biopolus	Biopolus Intézet Nonprofit Zrt.
CDP Europe	CDP Worldwide (Europe) GmbH
CEE	Civil and Environmental Engineering Department at Universidad de los Andes
ENPL	EnPlus d.o.o.
FCEBG	Faculty of Civil Engineering, University of Belgrade
GSH	Geosystems Hellas S.A.
ISS	Institute for Social Studies, University of Warsaw
NTUA	National Technical University of Athens
PLEGMA LABS	Plegma Labs Technologikes Lyseis Anonymos Etairia
RG	Resilience Guard GmbH
RISA	RISA Sicherheitsanalysen GmbH
SENTIO	Sentio Labs Monoprosopi IKE

Table 2. Abbreviations

Acronym	Explanation
API	Application Programming Interfaces
CA	Consortium Agreement
DoA	Description of the Action
DOI	Digital Object Identifier
DMP	Data Management Plan

EC	European Commission
FAIR	Findable, Accessible, Interoperable and Re-usable
FR	Front-Runner
GA	Grant Agreement
GDPM	Goals Driven Planning Matrix
GDPR	General Data Protection Regulation
IPRs	Intellectual Property Rights
KPI	Key Performance Indicator
ML	Machine Learning
NBS	Nature Based Solutions
OA	Open Access
ORDP	Open Research Data Pilot
PH	Public Health
POPD	Protection Of Personal Data
TC	Technical Committee
WP	Work Package
WB	Well-Being

Glossary of Terms

Table 3. Glossary of terms

Term	Explanation
Backup	A total or partial copy of data stored on an external to original machine device that is kept in safe place. Data from the backup might be restored in case of eventualities.
Creative Commons	Licenses that allow creators to communicate which rights they reserve, and which rights they waive for the benefit of recipients or other creators.
Data cluster	A group of data that share similar characteristics.
Dataset	A structured collection of data generally associated with a unique body of work.
Green Open Access	Route to open access where the author, or a representative, archives (deposits) the published article or the final peer-reviewed manuscript in an online repository before, at the same time as, or after publication. Some publishers request that open access be granted only after an embargo period has elapsed.
Gold Open Access	Route to open access where an article is immediately published in open access mode. In this model, the payment of publication costs is shifted away from subscribing readers.
Metadata	Data that provides information about other data. They serve to provide information on the data produced, collected or handled.
Open access	The practice of providing on-line access to scientific information that is free of charge to the reader.
Pseudonymisation	The processing of personal data in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organisational measures to ensure that the personal data are not attributed to an identified or identifiable natural person.
Serious Games	A game designed for a primary purpose other than pure entertainment. Serious Games can be used for learning / practicing a skill or for collecting data.
Version	A variation of a dataset, metadata or deliverable, i.e., an update, edit or change from an earlier version.

1. Introduction

1.1 Document Scope

The main scope of the Data Management Plan (DMP) deliverable is to provide information regarding the data that will be collected/generated, processed and used by the partners of the euPOLIS project and potentially re-used by other third parties. The project aims to address major social challenges faced by the European cities due to global geopolitical, economical, climate and other changes utilizing Nature Based Solutions (NBS) and Urban Planning methodologies enriched with cultural and societal aspects. DMPs are generally not to be perceived as one-off documents but instead, are likely to evolve during the lifespan of the project, if significant changes occur. DMPs also provide an ideal opportunity to create best practice with regards to file formats, metadata standards, storage and risk management practices, leading to greater longevity and sustainability of data and higher quality standards.

This document was prepared acknowledging that publicly funded research data are a public good and as such, to the extent possible, they should be made available for re-use and exploitation to stakeholders other than those of the project consortium, with the fewer possible restrictions. This DMP aims, on account of the GDPR and FAIR principles, to guide the project partners towards specifying: (a) the dataset types that need to be generated for serving the euPOLIS project core objectives, (b) how the data will be collected or generated, (c) how the data will be processed, stored and preserved and (d) how and which part of the data will be made available to third parties during and following the project completion. The DPM also aims to timely address any potential security and ethical aspects that may arise during the data treatment.

The DMP is an official project deliverable (D11.3) of the euPOLIS project and was formulated in compliance with the EC guidelines on FAIR data management in H2020 (EC, 2016). The deliverable's dissemination level is public.

1.2 Document Organization

The present document, namely “D11.3 – Data Management Plan”, is organised into seven Chapters to facilitate search, reference and further analysis as required.

- **Chapter 2** outlines the general objectives of the euPOLIS Data Management Plan. The chapter also provides information on how potential intellectual property issues will be catered throughout the euPOLIS project duration.
- **Chapter 3** outlines the FAIR (Findable, Accessible, Interoperable and Re-usable) principles and specifies how these principles would be addressed by the euPOLIS project and tailored to its needs.
- **Chapter 4** provides a description of the data clusters and datasets that were identified by the project partners. This identification process involved the preparation and distribution to the partners of a template with a request to identify and provide pertinent information about the data they are planning to handle, generate or collect. The chapter also addresses issues relevant to the resources that need to be allocated for making the project data open to the extent possible.
- **Chapter 5** outlines the euPOLIS strategy for dealing with potential ethical or security issues that may arise with reference to the project data.
- **Chapter 6** summarises the main outcomes of this deliverable.
- **Chapter 7** lists the main literature sources used for preparing this deliverable.

- **Annex A** contains a generic template of the Informed Consent Form to be signed by the participants prior to their engagement in any euPOLIS research activity. The information provided in this template to the potential research participants has to be tailored to the specific content of the foreseen research activity, but indicative points to be addressed by the partner responsible for collecting the data are provided.

2. General Objective of the Data Management Plan

The purpose of this deliverable is to present a Data Management Plan (DMP) for the euPOLIS project, that (i) fully outlines the project data management life-cycle (see Figure 1), and (ii) explicitly complies with the Open Research Data Pilot principles (EC,2017).

For that purpose, the project endeavours to offer public access to:

- (a) findings reported in scientific publications (Self-archiving / 'green' OA and Open access publishing / 'gold' OA) and public deliverables,
- (b) research data needed to validate the results presented in the deposited scientific publications,
- (c) research data characterised as “open” that will be collected/generated throughout the project duration,
- (d) semantic/metadata descriptions and other scientific/technical information.

Research data are planned to be archived at a European open data repository (e.g. Zenodo, zenodo.org), as well as a dedicated repository at the project’s website.

The ultimate goal is to improve and maximise the accessibility and re-usage of the scientific output generated by euPOLIS, for the benefit of not only the pilot sites but also for enabling the exploitation of the project findings in future pertinent interventions aiming to simultaneously enhance Public Health (PH) and Well-Being (WB), as well as to create resilient urban ecosystems at lower life-cycle costs. To this end, CDP Europe, will focus on translating the euPOLIS findings into insights for city officials and strategic partners and ensure that they become part of a library of documents used by policymakers worldwide.

In the same ballpark, the DMP attempts to define a management strategy for the data collected and /or generated during the euPOLIS project that renders them more easily Findable, Accessible, Interoperable and Re-usable (i.e. compliance with the FAIR principles).

The project activities involving data collection from individuals, would be in line with the Protection of Personal Data (POPD) requirements established by the EC and the national regulations. Overall, D11.3 outlines the kind of data that will be collected/processed/generated as well as why and how such data should be collected/generated, processed, stored, documented, shared, maintained and re-used.

2.1 Intellectual Property Rights (IPR) Management

The euPOLIS project aims at developing technological and scientific results of major importance and interest to the scientific community and industry. The project consortium includes partners whose technologies and technical data may be subjected to Intellectual Property Rights (IPRs). Hence, the consortium will apply appropriate data protection measures and will consequently crosscheck with the concerned partners before data publication. The Consortium Agreement (CA) along with the Grand Agreement (GA, Article 26) address issues relevant to the decision making, the risk management strategies, the legal aspects, the trademarks and the right of each partner to exploit the project findings.

The partners have also agreed on the access rights to Background (GA, Article 25). The term Background is defined in Article 24 of the GA as,

“any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that:

- (a) is held by the beneficiaries before they acceded to the Agreement, and*
- (b) is needed to implement the action or exploit the results.”*

The agreement foresees that any access rights to the results and Background (as specified for each partner in CA, Appendix 1) needed by a partner for performing a research and/or work that is strictly relative to the euPOLIS project, shall be granted on a royalty-free basis. In Attachment 1 of the CA, each partner outlines its own pre-existing know-how along with any specific limitations and/or conditions for implementation and exploitation.

Moreover, since the data collected/processed/generated through the project’s activities are of high value, appropriate measures are foreseen to prevent them from being falsified. All data repositories used by the project will comply with specific security and data protection measures. In addition, protective measures against infiltration will be taken as well as physical protection of core system parts and access control measures.

2.2 Data life-cycle

The data life-cycle for the sets of data to be collected/generated and processed by euPOLIS could be described as a six-phase process, although the latter may not always strictly follow the sequence of steps illustrated in Figure 1. In principle though, the data life-cycle consists of the following phases:

1. **Collecting or Generating Data:** This process concerns the collection or the generation of the data. Data may be collected by means of questionnaires, surveys, interviews, in-situ sensors, wearables, online applications etc. or generated following processing (see phase 2) of the collected data or via simulations. At a minimum the collected or generated data should be delivered for the project needs in an appropriate digitized format suitable for further processing.
2. **Processing and Storing data:** The collected/monitored data needs to be first processed for further exploitation. Processing in this deliverable is not considered identical to digitization (although digitization may be considered a kind of processing), since the former, depending on the data type, refers to validation and data cleaning, data pseudonymization, and possible data conversion to a convenient format for further analysis. With reference to storing, both raw and processed data need to be stored, but different access protocols apply to processed and unprocessed datasets, with the unprocessed ones strictly restricted for use only by specific consortium partners. Storing is closely linked to phase 5 of the life-cycle (i.e. Giving Access to Data).
3. **Analysing Data:** This is a phase of paramount importance since it involves those actions that need to be taken for analysing the data and yield useful outcomes to serve the project core objectives and effectively evaluate the set Key Performance Indicators (KPIs).
4. **Preserving Data:** This phase in the data life-cycle is related to the actions that need to be taken for preserving the data during and following the project completion. Issues relevant to data recovery measures as well as secure storage and transfer of sensitive data are all relevant to this stage.
5. **Giving Access to Data:** This phase concerns the actions that need to be taken for sharing the data among the consortium partners but also outside the consortium if the dataset

is marked as “open”. Hence, for each dataset it should be defined whether access will be widely open or restricted to specific groups/end-users.

6. Re-using Data: This phase refers to the actions enabling reuse of the project research data by future research projects and follow-up studies/applications, so as to maximise the euPOLIS project impact.



Figure 1. The euPOLIS research data life-cycle phases

3. Findable, Accessible, Interoperable and Re-usable (FAIR)

euPOLIS complies with the EC-template for DMP and hence it intends to generate data that is FAIR (Findable, Accessible, Interoperable and Re-usable). To accomplish the aforementioned goal, appropriate measures are being taken in line with the EC H2020 pertinent guidelines (EC, 2017). In principle, euPOLIS project will participate in the Open Research Data Pilot (ORDP), but specific datasets that are identified as “restricted” (see the dataset descriptions in Tables 5 and 7 below) will be excluded from this process.

Making the research data FAIR, aims to ease knowledge discovery and innovation, as well as to allow data and knowledge integration and re-use. Compliance of the euPOLIS project with the FAIR principles, but more importantly with its overall concept, ensures that the most vital components addressed in the life-cycle data management are covered.

The euPOLIS project is determined to:

- make the research findings and the project innovations openly accessible and findable to the extent possible,
- disseminate and communicate the research findings not only through public deliverables but also, with other supplementary means, such as training and demo events, social media channels, project website, conference presentations, publications in peer-reviewed journals, annual magazines, monthly newsletters, global platforms for environmental disclosure (e.g., <https://data.cdp.net/>), etc.

The following sections provide the key considerations towards following the FAIR data policies, that underpin the usage of the euPOLIS produced data.

3.1 Making data findable

The euPOLIS project is focused on securing that the produced data will be identifiable and easily discoverable by the interested stakeholders and beneficiaries. To serve this scope, the project employs a public deliverable policy for the intended deliverables that are marked as “public”. This policy requires the public deliverables to be universally accessible, to everyone interested, through the project website and from the EU commission portal (cordis.europa.eu). It is worth to point out herein that, since 2017, it is an obligation that all public deliverables should be also published on the Commission’ website.

Furthermore, all the collected/generated datasets will be accompanied by metadata for facilitating their findability. The term “metadata” refers to the informative data provided for the generated/collected research data. In principle, metadata enables project partners, stakeholders and current or potential beneficiaries to find the data that are made available in a repository (either internal for “restricted” data or online for “open” data). This step is deemed to be a vital one, since it is very closely related to the data management within the consortium as well as to both the reusability of the dataset and the long-lasting exploitation of the project findings. In euPOLIS, the metadata (e.g., a short description, keywords, data origin) that will accompany the generated datasets, will follow a versatile format (tailored to the dataset) and will be uploaded as a separate accompanied file to the raw or processed data. Indicative metadata and/or short description may include information on the location of the sensors, the date of the measurements, the sensors setup, keywords, sample size, file types, legal restrictions etc. If relevant, blank copies of used questionnaires will be also stored along with the pertinent data.

An overview of the data types and datasets that will be handled within the context of this project is provided in section 4. Regarding documents/deliverables and dissemination material, clear and harmonized naming conventions will be used.

Regarding the adopted clear versioning strategy, each set of data produced (dataset, deliverables, etc.) will be named in a uniform way and will include a table with a version control. The table (i.e. data history) for controlling the version will include the following fields:

Version: Version number (starting from 0.1)

Version Date: The date which the specific version became available

Description: Brief description of the version

Reason for Change: The main reason for producing the new version

By: Who prepared that version (author/s and organization/s)

For deliverables, euPOLIS will adopt the following name conversion: “euPOLIS Dx.y - [Name of the deliverable as described in the DoA]”, where “x” is the work package assigned to the deliverable and “y” is the number of the deliverable, within the specific work package. Filenames may also be post fixed by versioning information.

In order to be able to distinguish and easily identify each dataset they will be assigned with a unique name. This name can also be used as the identifier of the dataset (see Table 6).

3.2 Making project data openly accessible

The euPOLIS consortium has agreed to follow an open access approach, to the extent possible depending on the specific type of the dataset, that entails to share the project outcomes within but also beyond the project consortium. To this end, selected processed data and findings will be shared with the scientific community, stakeholders and beneficiaries, utilizing both in-paper, online and web-based means such as: publications in open-access platforms and journals, datasets in open access repositories, workshops, the project website, a dedicated annually released magazine, monthly issued newsletters, social networks, community meetings, school visits, commercial exhibitions etc.

The Data Management system that is foreseen in Task 5.4 (Implementation of the Data Management System, Task leader: RISA), forms the middleware mechanism for the results data management across the euPOLIS project, including data acquisition, storing, validation, protection, sharing and in general big-data handling. Data will be implemented by using existing COODEXX (Configurable Object-Oriented Database Engine with indexer and XML Interface) Platform. This platform allows for the deposition of all kinds of digital content: publications, data, software, multimedia etc.

The end-user pseudonymous personal data will be stored by the relevant responsible partners in dedicated databases that will be accessible only to certain authorized users. Processed data that will be shared externally to the consortium will be deposited in the dedicated project website repository and in most cases also to an open European repository (e.g. Zenodo). The uploads in Zenodo, or any other similar open repository are assigned with a Digital Object Identifier (DOI), to make them citable and trackable. Archiving the datasets at an open repository guarantees a long-term and secure preservation of the data at no additional cost to the project. The project coordinator will make the final decision as to which data should be made accessible from outside the consortium in open repositories accounting for IPR issues, ethics, their value to the research community and the

Goals Driven Planning Matrix (GDPM). Only processed data will be made available to third parties. In view of the precautions for protection of personal data, it is explicitly confirmed that any data will become publicly available, only after care is taken with regard to rules of confidentiality, anonymity and protection.

Moreover, euPOLIS will follow the Open Access practice of providing online access to its scientific research articles. Publications and research data that will be made available to third parties will not contain any personal information. For “restricted” data, interested external users must contact the Technical Committee (TC) of the project, which is responsible for the IPR management. The TC will also inform the dataset owner, in order to potentially grant access to the pertinent data. The data should, at a minimum, be anonymized and contain no personal data. It is important to note that open access does not entail an absolute obligation to publish all data. In fact, it is up to the researchers and the EU to decide whether data is suitable and ethical to be published or not.

To protect the copyright of the project knowledge, an adequate licensing scheme may be adopted in the case of open access data (e.g. Creative Commons License). Furthermore, euPOLIS adopts a public deliverable policy, for the overwhelming majority of them.

Table 4. Project strategy to make the project data openly accessible

Open datasets	Open datasets and project’s public outcomes will be uploaded to the euPOLIS website repository (http://eupolis-project.eu/) and the majority of them also to an open European repository. Links to the open shared datasets will be available in the euPOLIS website. The euPOLIS partner CDP Europe, that maintains a global platform for environmental disclosed for over 750 cities, will also include insights from the project in its platform.
Publicity of the deliverables	All project deliverables will be available to authorized consortium members through the internal online project management tool (Microsoft SharePoint). The public project deliverables and only the executive summaries of the non-public deliverables will be published in the project website as well as in the commission’ website.

3.3 Making project data interoperable

The interoperability of the generated/collected project data is closely related to the project impact. In fact, interoperability is the data property that ensures data exchange and re-use between researchers, institutions, companies and other stakeholders. Hence, interoperability aspects have been thoroughly considered in euPOLIS, aiming to enable the maximization of the data value through the utilization of common systems for transmitting and/or exchanging information.

In general, the euPOLIS approach, that foresees the utilization of a uniform Data Management System, amounts to the usage of a few well-established interfaces, limiting the complexity that often stems from the utilization of multiple interface typologies.

Interoperability of data will be enabled through the use of standardized data. Hence, the project data will be made available in formats that are compatible with standard commercial (e.g. .mat files) or open software. Overall, the target is to distribute the generated/collected data in popular file

formats (e.g. plain text, open spreadsheets, JSON). The data will be also accompanied by appropriate metadata.

Any script developed aiming to externally offer data will be open and thoroughly documented to enable and encourage re-use from every third-party application without forcing any dependencies and keep the technological barriers low. All security mechanisms will rely on information security industry standard format (e.g. for malicious traffic signatures or incident reporting).

3.4 Enhance project data re-usability

The euPOLIS project intends to make as much scientific data, generated by the project, as possible re-usable to third parties, in order not only to maximize the impact of the project, but also to save resources and to limit duplication of data collection. However, the data classified as “restricted” will not be shared due to security, privacy or other concerns explicitly identified by the data owner whereas the data classified as “embargo” will only be shared following the end of the embargo period that it often stems, at least in the case of journal publications, from the journal’s publication policy (in the case of Green OA journals). The research data classified as “open” that is also associated with a published research paper, will be made available only after the manuscript is accepted for publication and always in accordance with the journal policies. For datasets deposited on an open data repository the access is unlimited.

To address project data re-usability, CDP Europe will also translate the euPOLIS findings into insights for city officials and strategic partners and will include insights from the project in its platform through individual cities’ dashboards.

All datasets will be cleared of bad records by means of applying data cleaning algorithms to ensure data integrity and detection of irregularities and patterns. Furthermore, a quality evaluation process will be exercised for assessing the quality of the project generated data and the project process (specifically addressed in Task 11.3 of the DoA, namely “Quality and Ethics Assurance”).

4. List of euPOLIS datasets

To identify (a) the euPOLIS datasets, (b) the consortium partners in charge of these datasets and (c) the main characteristics of the datasets, a questionnaire was distributed to the euPOLIS project partners. The questionnaire form (see Table 5) contained a set of questions/points related to the datasets, that were initially identified by the consortium partners considering the euPOLIS deliverables. The consortium partners, that will collect, process or generate data, were requested to

- (i) identify the datasets for which they are responsible, and
- (ii) provide pertinent information with an appropriate level of detail,

so as to better define the project architecture and consequently accelerate its implementation and mitigate delay risks. The form initially categorized the datasets into 7 main categories.

On the basis of the completed forms, 7 categories and 18 datasets were finally identified (see Tables 6 and 7). The 7 key data clusters that have been identified for the euPOLIS project are the following:

- Questionnaire or survey data
- Data collected via online applications
- Data collected from wearable devices
- Monitoring data
- Multi-media data
- Generated data
- Other

Table 5. euPOLIS dataset form that was distributed to the project partners

Dataset information	Description
Responsible partner	Identify the partner responsible for the dataset
Dataset Name	Provide a name for the dataset
Related WP/Task	Specify the WP/s and Task/s related to the dataset
Dataset category	Specify in which of the following categories the dataset belongs: <ol style="list-style-type: none"> 1. Questionnaire or survey data 2. Data collected via online applications 3. Data collected from wearable devices 4. Monitoring data 5. Multi-media data 6. Generated data 7. Other, please specify
File type	Specify the file type of the dataset (e.g. pdfs, xlsx etc.)
Data description	(a) Provide a short description of the data. (b) Specify its origin and how the data serves the project objectives. (c) Specify to whom the data will and/or could be useful (any potential secondary users).
Data size	Specify the size of the dataset. If not known provide an estimate.

Data interoperability	Specify what data and metadata vocabularies, standards or methodologies that will be followed to facilitate interoperability.
Data sharing	<p>(a) Specify whether the dataset is:</p> <ol style="list-style-type: none"> 1. Open: Open for public use 2. Embargo: It will become public when the embargo period applied by the publisher is over. In case it is categorized as embargo the end date of the embargo period must be written in DD/MM/YYYY format 3. Restricted: Only for project internal use <p>(b) Specify how the data will be shared. (c) Specify whether the data will be licenced. (d) Specify what methods or software tools are needed to access the data. (e) Specify if the dataset entails personal data and how this issue is catered.</p>
Archiving and Preservation	<p>(a) Specify how the data will be stored and preserved during and after the project (for instance: databases, local institutional repositories, public repositories, etc.). (b) Address data recovery measures as well as secure storage and transfer of sensitive data (if any) measures. (c) Specify the length of time for which the data will be preserved.</p>
Findable data	<p>(a) Outline the discoverability of data (metadata provision). (b) Specify whether you make use of persistent and unique identifiers such as Digital Object Identifiers.</p>
Re-used existing data	[Y/N]. If Yes, state the re-used data and how/from where they were retrieved.
Ethics	Specify any ethical or legal issues that can have an impact on data sharing.
Data URL	Specify the URL link to the dataset (if Data is classified as “Open”).

Table 6. List of the euPOLIS identified datasets

Dataset No.	Responsible partner	Dataset Name	Data URL (if Open)
1	BioAssist	Biosignal Measurements	N/A
2	SENTIO	myFeel monitoring platform	N/A
3	GSH	GSH euPOLIS Dataset	N/A
4	CDP Europe	2020 - Full Cities Dataset	https://data.cdp.net/Governance/2020-Full-Cities-Dataset/eja6-zden
5	ENPL	Local demonstration sites data	euPOLIS URL
6	NTUA	Intelligent data generation	to be provided
7	NTUA (H-WRM)	Metabolism model simulation outputs	to be provided
8	NTUA (H-WRM)	Metabolism model inputs	to be provided
9	FCEBG	NBS evaluation data	N/A
10-13	[FR City Municipality]	[Name of FR city] euPOLIS data	N/A
14	RISA	Fused data generation	N/A
15	Biopolus	Biopolus BioMakery design	N/A
16	AMPHI	Environmental data for FR city GLM	to be provided
17	PLEGMA LABS	plegma dataset	N/A
18	CEE	Bogota-follower city	to be provided

4.1 Allocation of resources

Costs related to the research data management and open access are eligible as per the Grand Agreement of the project.

The cost for making the data either collected or generated during the project FAIR may include:

- Fees associated with the publication of scientific papers, disseminating the project findings in “Gold” Open access journals
- Conference registration and publication fees
- Data archiving at online open repositories: free of charge
- Copyright licensing (e.g. Creative Commons): free of charge

Overall, the costs related to FAIR data management that will occur during project duration will be covered by the project budget. Any additional costs that may relate to long term data preservation will be discussed and agreed among the consortium partners in due course.

Table 7. Dataset summary table

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
BioAssist	Biosignal Measurements	WP7 / T5.2	2: Data collected via online applications	The dataset includes the biosignal measurements (e.g. heartrate) and activity data (e.g. sleep, steps, workouts) of the users of BioAssist apps (e.g. HeartAround) who agreed to participate in the euPOLIS pilots	Data sharing with euPOLIS project and the interfaces of the integration points are not defined yet. In the context of the project an interface (e.g. REST API), a file format (e.g. JSON) and a model (e.g. HL7-FHIR) that will be used to send (push or pull) the data, anonymized, to euPOLIS platform will be defined	Restricted: Due to the nature of the data, we expect that they will be restricted for project internal use only, even in the anonymized form	The data are not available yet and will be produced when the pilot activities will start. We expect some hundreds of records daily for each participant	The data are stored in the internal databases of the BioAssist platform. BioAssist has established state-of-the-art policies and processes for security, data recovery and business continuation following the implementation of ISO-27001. The time of preservation matches the duration of the project	There are issues related to the privacy of the users due to the nature of the data. These issues will be resolved with the following processes: The users who participate in the pilots will provide a written consent for providing their data to be used in the project. Applying anonymization techniques for the data that will be shared with the euPOLIS team. All ethical issues will be addressed as per D1.1
SENTIO: responsible for collecting, processing and assessing	myFeel monitoring platform	WP5/ T5.3	7 (Other): Information produced after applying advanced	Information regarding the emotional status of the individual throughout the	CSV or JSON	Restricted: The generated data by SENTIO can be available for project internal	The size of the data will depend on the size of the input data	All of users' data is pseudonymized and stored on our secure online infrastructure. Specifics are also	Data collection, processing, storage and sharing will be performed in a pseudonymized way

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
data related to the individuals' emotional status and mental wellbeing			Machine Learning algorithms on data collected from wearable devices 3: Data collected from wearable devices (raw data, restricted access only to SENTIO)	monitoring period will be processed to identify emotional patterns which affect everyday activities, social functioning. Advanced signal processing and machine learning algorithms will be applied to biosignals and data collected from the Feel wearable devices to identify emotional patterns indicative of specific mental health conditions, as well as explore the existence of biomarkers related to the mental health status of users		use. Data will be accessible through the project intranet	and the analysis results. Data files will vary from a few hundreds of Kbytes to many MBytes	outlined in the provided DPO document. The data will be preserved for up to 5 years after the project ends	and following the GDPR guidelines and D1.1
GSH	GSH euPOLIS Dataset	WP5 / T5.4, T5.7	6: Generated Data	GSH is responsible for hosting and visualising the 2D and 3D views of the city environment	Vector/raster data, 3D models, sensor data	Restricted: Only for project internal use. The data will be hosted and	The data which will be used are different datasets of	Data will be stored in databases at GSH premises, in specific desktop computers. These data will not be	GSH will work generally on anonymized data. These data are non-sensitive personal

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				enriched with temporal data provided by the system, such as results of modelling or sensors. GSH is responsible to secure the data fusion and management of heterogeneous data sources. The data origins will be various. These sources include the datasets of the in-situ sensors, the 3D models of the cities, the 2D vector or raster files		shared through a spatial database (eg, PostgreSQL). Access to the data will be given after request from DPO as the data will be encrypted into a form that will make them unintelligible for anyone not having access to the key	different sources that will be generated, hence, a first estimation of the total data size is to be about few GBytes	copied to any external device for further use but only for euPOLIS purposes and only with DPO permission. After the project is completed all data will be immediately and safely deleted	data. In case GSH works with any personal and sensitive data, will collect, store, secure, transmit, preserve and, when needed, destroy in accordance with company's security measures that are in full compliance with national Greek laws and the EU legislation under the power of GDPR law EC/2016/679 and D1.1.
CDP Europe	2020 - Full Cities Dataset (and its future annual updates 2021, 2022, 2023...)	WP2, WP3, WP8, WP9	2: Data collected via the CDP's built-in Online Response System	The dataset contains all data points for all cities disclosing publicly to CDP in 2020. It is regularly being updated as disclosure for 2020 is still ongoing. This dataset may contain data from	Any format from the list: CSV CSV for Excel (Europe) RDF RSS TSV for Excel XML API	Open: Open Data, shareable through URL links, open data licenced, accessible with Excel, not entailing personal data	~500 MBytes	The data is stored and preserved on CDP servers with unlimited preservation time	No ethical or legal issues are expected for the collected data that may affect data sharing. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				cities or, in some instances, groups of cities at different administrative levels					
ENPL: responsible for data processing	Local demonstration sites data	WP2, WP3, WP6	1: Questionnaire	Data on urban solutions, environmental status, socio-economic status	Word, Excel etc.	Open: The generated data can be available for end city stakeholders and users/research community. Data will be accessible through internet. The data will be transferred to the data management system, for which RISA is responsible and has to be exploited by the project	Estimated data size 3000 to 5000 words	The data will be stored in cloud services in our Institution. The data can be available for re-use, by any other party for at least 5 years after the project end	No ethical or legal issues are expected for the processed data that may affect data sharing. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
NTUA: responsible for data processing and not generation	Intelligent data generation	WP5 / T 5.4 T 5.7	6: Generated data	Images generated after the application of machine learning analysis. The images will be either in multi-class indices, to generate the classes or can be grayscale images of continuous values to indicate the probability of each pixel to belong to a class	The generated data will be images and python, Matlab .mat files, time series, multi-dimensional arrays and vectors. Time information can be considered if necessary, as a stacked of the images. 3D information may be examined	Open: The generated data by NTUA can be available for end users/research community. Data will be accessible through internet. The data will be transferred to the data management system, for which RISA is responsible and has to be exploited by the project	The size of the data will depend on the size of the input data and the analysis results. Data files will vary from few MBytes to GBytes	The data will be stored in cloud services in NTUA. The data can be available for re-use, by any other party for at least 5 years after the project's end.	No ethical or legal issues are expected for the generated data that may affect data sharing. If any, will be addressed as per D1.1
NTUA (H-WRM Laboratory)	Metabolism model simulation outputs	WP5 / T5.6, WP6 / Task 6.2	6: Generated Data	NTUA (H-WRM Lab) will produce timeseries of different urban fluxes (water, wastewater, water demand, energy consumption, carbon emissions, etc.) for the	The final generated outputs will be in the form of timeseries, mostly including xlsx, csv and/or txt files. May also include Matlab .mat files	Open: The final generated model outputs will be available for end-users and the scientific community	The resulting files are not expected to be particularly large, probably a few MBytes each	The data will be stored in cloud services in NTUA. The data will be shared through the internet and the corresponding project web-portal and data management system. The data can be available for re-use, by	No ethical or legal issues are expected for the generated data that may affect data sharing. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				selected sites before and after the implementation of NBS. The final output data will be generated by the relevant metabolism tools developed in Task 5.6. These final outputs and corresponding analysis will be used to facilitate decision making regarding the selection and design of appropriate NBS and develop integrated solutions in the different implementation sites in Task 6.2				any other party for at least 5 years after the project end	
NTUA (H-WRM Laboratory)	Metabolism model inputs	WP3 / T3.1, T3.2, WP5 / T 5.6, WP6 / T6.2	6: Generated Data	NTUA (H-WRM Lab) will process the relevant data characterising each site and defining their baseline condition, collected mainly from tasks	The specific dataset will be included in xlsx, csv and/or txt files	Open: The site characterisation data and generated model inputs will be available for end-users and the	The resulting files are not expected to be particularly large, probably a few MBytes each	The data will be stored in cloud services NTUA. The data will be shared through the internet and the corresponding project web-portal and data management system. The data can be	No ethical or legal issues are expected for the generated data that may affect data sharing. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				T3.1 and T3.2, in order to create some of the required input data for the metabolism models of the pilot sites (T5.6 & T6.2). The origin of the data will be mainly from tasks T3.1 and T3.2 and part of this data will be processed accordingly to function as input to the metabolism model		scientific community		available for re-use, by any other party for at least 5 years after the project end	
FCEBG: responsible for data processing and generation	NBS evaluation data	WP3, WP7, WP8 / T8.3	6: Generated data	FCEBG with partners will generate evaluation data (performance assessment metrics) using the project framework. Processed data will be presented as image, graph, table, etc. Output data will present the evaluation of the implemented NBS	The generated data will be xlsx, txt, docx, image and map data	Restricted: The generated data by FCEBG will be available for project internal use	The size of the data will depend on the size of the input data and the analysis results. Data files will vary from few MBytes to GBytes	The data will be stored in local institutional repositories and project sharepoint. The data can be available for re-use for at least 5 years after the project's end	No ethical or legal issues are expected for the generated data. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				in health, social, economic, environmental, physical and engineering aspects. The origin of data for processing is data collected via online applications (HeartAround), wearables (Feel Sensors), in-situ monitoring system, questionnaire/survey data, and sim toolkit data. The processed data shows NBS performance assessment					
[Municipality of FR city]: collects data for the euPOLIS project but is not responsible for data processing	[Name of FR city] euPOLIS data	various	Indicative categories 1: Questionnaire or survey data 4: Monitoring data 5: Multi-media data	Cities collect data via structured questionnaires and surveys, in-situ sensors, videos and images during the workshops or other meetings with the stakeholders of the project	The collected data will be mostly files such as pdfs, xlsx, docs, videos, images etc.	Restricted: The collected data by cities can be accessible only by the project partners	Varies depending on the dataset category	Various means may be used for data storage during the project using appropriate technical and organisational security measures. The final data will be stored and secured in the Municipality repositories that are	Any ethical or legal issues will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
								accessed only by authorized individuals. The data retain stored only for as long as it takes to meet the purposes for which initially collected	
RISA	Fused data generation	WP4 / T4.4	1: Questionnaire or survey data 2: Data collected via online applications 3: Data collected from wearable devices 4: Monitoring data 5: Multi-media data 6: Generated data	Forecast trends and future states based on the processed geospatial and temporal Big Data cubes	JSON	Restricted: The collected data can be accessible by the project stakeholders. The collected data are accessible by authorized individuals and will be provided to the interested parties on request	The size of the data will depend on the size of the input data and the analysis results	The data will be stored in the cloud services of RISA. The data will be shared through the internet and the corresponding project web-portal and data management system. The data can be available for re-use for at least 5 years after the project's end	No ethical or legal issues are expected for the generated data. If any, will be addressed as per D1.1
Biopolus	Biopolus BioMakery design	WP6 / T6.2	7: Other, Technical data as part of the design work	Design and develop a pilot BioMakery, a multifunctional waste water treatment facility. The main objective	Biopolus will provide the BioMakery design work in pdfs, images, and dwg if necessary	Restricted: Only for project internal use. The materials must be requested from	~100 MBytes	The data will be stored in (protected) cloud services and on Biopolus computers. The BioMakery design will be stored at	No ethical or legal issues are expected for the technical data. If any, will be addressed as per D1.1

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
				of the pilot is to create a sustainable nature-based circular urban solution, which will create a lovable urban environment inspiring good PH and WB. Biopolus will receive technical data from the Belgrade municipality in order to prepare the BioMakery design		Biopolus in all cases, and their use must be agreed with them. Indication of the company name is mandatory in every case		Biopolus for at least 5 years after the project ends	
AMPHI: responsible for data collection, data processing	Environmental data for FR city GLM	WP6, WP7, WP8	1: Monitoring data (e.g., collected from in-situ sensors)	Data on environmental status, species colonisation, ecological status assessment, ecosystem services provided, etc. The Collected data will be relevant to assess e.g. the ecological potential of NBS	GIS, Excel, Word, R statistical software, Microsoft Access	Open	Unknown at this point (at least two years of monitoring)	The data will be stored on AMPHI server. The data can be available for re-use by the project partners and any other interested party for at least 5 years after the project ends	No ethical or legal issues are expected for the processed data that may affect data sharing. If any, will be addressed as per D1.1
PLEGMA LABS:	plegma dataset	WP5/T5.5	6: Generated data	Generated data containing time	The generated data will be in JSON	Restricted: The dataset will	The size of the data will	The data will be stored in cloud services in	No ethical or legal issues are expected

Responsible Partner	Dataset reference name	WP / Task	Dataset category	Dataset description	File types	Data Sharing	Size	Data storage & preservation	Ethics
responsible for data processing		WP7/T7.4		series information, and analysis of results from NTUA and RISA, maybe include weather data from online weather services and analysis results from questionnaires	format, XML files, containing time series information and analysis of results	probably be restricted, depending on the kind of input that will be used and its specific data rights. It may be shared or open if the data providers agree	depend on the size of the input data and the analysis results. Data files will probably be some GBytes	PLEGMA LABS. Data will be accessible through internet. The data will be transferred to the data management system, for which RISA is responsible and has to be exploited by the project. Data will be preserved for at least 5 years after the project's end	for the generated data. If any, will be addressed as per D1.1
CEE: responsible for data processing and generation	Bogota-follower city	WP2/T2.2, T2.3 WP3/T3.1, T3.2, T3.3 WP4	1: Questionnaire or survey data and 6: Generated data	Bogotá as a follower city will collect all the information for the study zone and analyse the potential implementation of NBS	CEE will generate maps (shp) of the study zone analysis, data sets of information (xlsx) and documentation for the analysis (pdf)	Open: The information will be open for public use, once the planning documentation of the study zone becomes official and gets published in an open access website	The size of the data will depend on the size of the input data and the analysis results	The data will be stored in cloud services of the CEE. The data can be available for re-use (except of the information restricted by the planning authority), by any other party for at least 5 years after the project's end	Any ethical or legal issues will be addressed as per D1.1

5. Ethics and Security

The project involves, among others, the carrying out of data collection using ICT tools in all pilot applications of the FR cities. For this reason, human participants will be involved in certain aspects of the project and data will be collected. This will be done in full compliance with any European and national legislation and directives relevant to the country, where the data collections are taking place. Participation in the project will be entirely voluntary and all participants will be given the opportunity to ask questions and receive understandable answers before deciding whether to participate. No data will be collected without the explicit informed consent of the individuals under observation unless there is one legal basis to do otherwise (the exemptions are listed in Article 6 of the GDPR).

Any time there will be a collection of personal and/or sensitive data, the persons will sign a consent form (see an indicate form in Table 7) under which they accept the use of these data in the context of the project and provided that the use cannot go beyond what is specified in the consent form. Before signing the informed consent, research participants will receive information about the euPOLIS project aims, the research activity that will take place, the expected results and the limits of the research. The purpose is to ensure that participants fully understand the implications of being involved in the research. The hard/electronic copies of the informed consent forms (and the personal data they contain) will remain confidential. Only a very limited number of persons will have access to them. There will be no publication or disclosure of the said data.

Any personal data will be processed in compliance with the EU General Data Protection Regulation (GDPR) on the processing of personal data; it will be processed in compliance with Directive 1995/46, the ePrivacy Directive 2002/58/EC and also the latest 2016/679 regarding GDPR that came to power on May 25th 2018. No patients, children, volunteer who are unable to provide informed consent reports will be included in euPOLIS research. At any time, a participant will be able to withdraw from the process upon her/his request and all relevant data will be permanently deleted from the pertinent system. Ethical issues concerning any research involving the processing of personal data are extensively covered in D1.1 and overall in WP1.

Each partner that collects/generates or stores data had also appointed a person responsible for overseeing that data are safe and secure (i.e. Data Protection Officer, D1.1). The collected/generated data must be securely stored and regularly backed-up. For large datasets that need to be stored in large capacity hard drives, multiple copies should be made to avoid data loss in case of hardware failure. These multiple copies should be also stored at different locations. The data may be stored in one of the following means:

- (a) External hard drives / USB sticks (limited use is recommended)
- (b) Desktops and laptops
- (c) Cloud storage
- (d) Network servers

Microsoft SharePoint is the online collaboration platform that is used in the euPOLIS project. The dedicated project repository, that was created in this platform is only accessible by authorized consortium partners (i.e. via username and password login). Further access restrictions on specific folders may be enabled, if needed.

The following indicative guidelines are provided in order to ensure the security of the data:

- Keep anonymized data and personal data of respondents separate,
- Store data in at least two separate locations to avoid loss of data,
- Limit the use of portable storage, i.e. USB flash drives and optical disks,
- Label files in a systematically structured way in order to ensure the coherence of the final dataset.

A data minimisation policy will be also adopted. This process ensures that no data which is not strictly necessary for fulfilling the euPOLIS objectives will be collected. Data will be scrambled where possible and abstracted and/or anonymised in a way that will not affect the final project outcome. It is important to note that personal data will not be re-used for purposes incompatible with the purpose for which they were initially collected, and they will not be stored for longer than necessary to achieve this purpose. The format of the anonymized data and meta-data will be in accordance with the following rules:

- Keywords will be added to the metadata (i.e. data on the research data) to enhance the dataset's searchability. The metadata will be kept separate from the original raw research data. Keywords will be also provided so as to optimize the possibilities for re-use.
- Data (both sensitive and non-sensitive; collected via questionnaires, MyFeel sensors, HeartAround application, Serious Games etc.) related to the end users from the demonstration cities such as: (i) pseudonym, (ii) email, (iii) nationality, (iv) health-related data (medical/ phycological and psychological), (v) gender and (vi) date of birth will be internally kept and not published and/or shared externally.

Finally, all euPOLIS activities will be carried out in strict compliance with the highest ethical principles and fundamental rights enshrined principally in:

1. The EU Charter on Fundamental Rights (EU, 2012),
2. The European Convention for the Protection of Human Rights and Fundamental Freedoms (ECHR, 2013).

6. Conclusions

This document outlines the main principles and guidelines for managing the data that will be generated, processed, or collected during the euPOLIS project. For identifying the key information related to the anticipated datasets and the adopted FAIR compatible practices, a template was distributed to all relevant partners and their feedback was requested. By means of the aforementioned internal survey, a total of 18 datasets were initially identified. A few more datasets are expected to be added as the project implementation progresses, but those are anticipated to fall into one of the identified data clusters and hence pertinent guidelines will be applicable.

As a matter of fact, a non-negligible number of project partners are anticipated to somehow collect, generate or process data during the project duration. For those partners, who at this early project stage, were unable to specifically identify all the elements related to their datasets, this document should also serve as a reference point. All project partners should adopt the FAIR principles outlined and the guidelines specified in this document, to guarantee that appropriate and optimal methods are exercised for the collection, storage, maintenance, use and re-use of the research data produced during and after the completion of the euPOLIS project. All data should be stored, processed and analysed following the data protection guidelines and the GDPR, as outlined in this deliverable and detailed in D1.1.

Compliance with the guidelines outlined in this deliverable is mandatory for all project partners.

7. References

- [1] CDP Open Data Portal License, retrieved from: https://6fefcbb86e61af1b2fc4-c70d8ead6ced550b4d987d7c03fcdd1d.ssl.cf3.rackcdn.com/comfy/cms/files/files/000/002/859/original/Open_data_portal_license_21_Aug_2019.pdf, last access: 2021-01-21.
- [2] Creative Commons: https://en.wikipedia.org/wiki/Creative_Commons, last access: 2021-01-30.
- [3] Durham University, <https://www.dur.ac.uk/ig/dp/anonymisation/>, last access: 2021-01-21.
- [4] euPOLIS Deliverable D1.1 – POPD – Requirement No. 2.
- [5] European Commission (EC), H2020 Programme: Guidelines on FAIR Data Management in Horizon 2020, 2016.
- [6] European Commission (EC), H2020 Programme: Guidelines to the Rules on Open Access to Scientific Publications and Open Access to Research Data in Horizon 2020, 2017.
- [7] European Court of Human Rights (ECHR), European Convention on Human Rights, 2013.
- [8] European Union (EU), Chapter of Fundamental Rights of the European Union, 2012.
- [9] Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

8. Annex A

Table 8. Indicative Informed Consent Form template to be signed by individuals participating in euPOLIS research activities

<p>Informed Consent FORM / to participate in the euPOLIS project</p> <p>You are asked to participate in a research study as an ADULT. Before you give any consent, it is important you read the following information and ask as many questions as necessary to be sure you understand what you will be asked to do.</p> <p>The main rules of this agreement are:</p> <ul style="list-style-type: none"> • Participation is voluntary and no participant shall be coerced into taking part in this research study, • Participants have the right to decline taking part in this research study or to withdraw at any given moment without giving any reason or explanation and even after giving their consent, • Participants will be informed that dropping out the study at any time, for any reason, will not have any penalization or negative effects on them.
<p>1. What is the study about? <i>(To be specified by the partner responsible)</i></p>
<p>2. Who is carrying out the study? <i>(To be specified by the partner responsible)</i></p>
<p>3. Who is funding it? <i>The euPOLIS Project is funded by the European Union under the Horizon 2020 Research and Innovation Program</i></p>
<p>4. Any potential benefit to individuals or groups? <i>(To be specified by the partner responsible)</i></p>
<p>5. What will you have to do as the study participant? <i>(To be specified by the partner responsible)</i></p>
<p>6. Duration of the pilot/test: <i>(To be specified by the partner responsible)</i></p>
<p>7. What the pilot/test will be used for? <i>(To be specified by the partner responsible)</i></p>
<p>8. What personal information will be collected and stored (if any)? <i>(To be specified by the partner responsible)</i></p>
<p>9. Who can participants contact with questions/problems during the project or after the pilot/test is completed? <i>(To be specified by the responsible partner)</i></p>
<p>10. What is the revocation process in case the participant wants to delete all the stored data referred to her/him at any time? <i>Your participation in this research study is voluntary. You may refuse to participate without penalty. If you decide to participate, you are free to stop at any time without penalty by just stopping and/or telling the investigator. You are at least 18 years of age.</i></p>
<p>Informed Consent Form related to the collection, storage and protection of personal data</p> <p>All data will be safely stored and will not be accessed by/made available to third parties. Only authorized members of the euPOLIS consortium can access the data.</p> <p>The data can be deleted upon your request and at any given time. They will not be available to anyone outside the consortium; they can be used only for research purposes and will not be sold and/or altered/edited in any way.</p> <p>The Informed Consent Form signed by the participant will normally allow snapshots of the content to be shared within the project dissemination (including outreach activities OR internet and social media).</p>
<p>This form is signed in two originals, one for the participants and one for coordinator and/or partner responsible.</p>



Participant’s Agreement

I have read the information provided above. My signature below indicates my voluntary agreement to participate in this research study.

I agree to fully pseudonymised data being used for scientific research purposes, scientific conferences including inclusions of the data in publications. All data will be treated in a fully GDPR compliant manner according to the 679/2016 EU policy.

I agree to my data being securely and safely transferred for data processing to the euPOLIS project partners.

REQUEST to blur my face in the snapshots used for dissemination so as to be non-recognizable:

	YES		NO
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Signature of the Participant	
Full NAME & e-mail	Date

Signature of the euPOLIS partner responsible	
Full NAME & e-mail	Date