

Deliverable 7.2

Data Management Plan

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Authors: Marco Ducci (EuroUSC), Claudia Iasillo (DBL)

Abstract:

This Data Management Plan (DMP) outlines the strategy for managing the data collected, generated, and analysed during the Di-PEGASUS project. The primary goal of this DMP is to ensure the accessibility, integrity, and confidentiality of data throughout the project lifecycle. This plan addresses the types of data to be collected, the methodologies for data collection, storage, and preservation, as well as protocols for data sharing and security. By establishing clear procedures for data governance, this DMP aims to enhance the reproducibility and transparency of research findings, facilitating future research and collaboration.

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Main authors	Marco Ducci (EuroUSC), Claudia Iasillo (DBL)
Contributors	Sara Molinari (EuroUSC); Ioanna Moscholidou (UAegean), Giovanni Franzini (ART)
Reviewers	Ioanna Moscholidou (UAegean), Nikolaos Aggelopoulos (CERTH), Giovanni Franzini (ART)
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LIST OF ACRONYMS

Acronym	Definition
DMP	Data Management Plan
EC	European Commission
FAIR	Findable, Accessible, Interoperable, Reusable
GDPR	General Data Protection Regulation
IPR	Intellectual Property Rights
OA	Open Access
PMP	Project Management Plan
VTOL	Vertical Take-Off and Landing
WP	Work Package

1. EXECUTIVE SUMMARY

The current document, titled Data Management Plan (DMP), has been developed within the framework of the Di-PEGASUS project which is funded by the European Union's Horizon Europe Research and Innovation Programme under Grant Agreement No 101096000.

This deliverable describes the data management life cycle for the data to be collected, processed and/or generated by the Di-PEGASUS project. As part of making research data findable, accessible, interoperable and reusable (FAIR), the DMP provides a summary of the main elements to take into account in the definition of the Di-PEGASUS data management policy to be used by project partners throughout the project activities. The DMP will provide indications about the management of all the data generated during the project activities, including how data will be collected, managed, stored and made available during the project and how they will be shared upon Di-PEGASUS completion.

The DMP is a living document that will be updated during the project lifetime according to the project's progresses and rising needs.

2. PROJECT OVERVIEW

Di-PEGASUS overall objective is to enable fully autonomous cost-effective and environmentally friendly operations for seaplanes, Vertical Take-Off and Landing (VTOL) and drones. This objective will be achieved by developing several enabling technologies targeting both the air and the ground side. In addition, Di-PEGASUS proposes to develop a digital platform to evaluate the viability of specific business models at particular locations (i.e. Greece, Italy and France), according to the digital technologies available, and the Key Performance Indicators (incl. cost-effectiveness, job creation, emissions savings, investment costs), in order to make recommendations to policy makers and relevant stakeholders that will host these services. This platform should also support the assessment of regulatory compliance to identify the safety assurance process that the technologies will need to follow, as well as the gaps in existing regulations that will need to be addressed.

The adoption of the above-mentioned possible technologies and services though could be hindered by negative impacts on the environment, the society and/or due to a lack of economic feasibility. Di-PEGASUS aims at overcoming all the barriers by applying an innovative multi-disciplinary two-pronged methodological approach, throughout the project duration. Such approach will be:

- **top-down:** it will consist of a structured desk research (Di-PEGASUS knowledge base), the analysis of Di-PEGASUS solutions' regulatory compliance, the benchmark and comparative analysis of existing business models, the definition of the business models requirements for Di-PEGASUS solutions;
- **bottom-up:** it will apply different methodologies for field research to reinforce, complement, test and validate the desk research. Engagement of relevant stakeholders will start right from the beginning of the project and will consist in collecting their specific needs through focus groups, interviews and surveys, creating a community of interested stakeholders to design and test Di-PEGASUS solutions also through three use cases. The bottom-up approach will complement the top-down approach in ensuring first-hand, expert knowledge transfer and exchange of competencies, as well as validation of Di-PEGASUS solutions.

This bi-directional approach (Figure 1) will ensure that there is a solid scientific background and that the developed solution answers the specific needs of the relevant stakeholders and end-users.



Figure 1 - Di-PEGASUS approach

2.1. Work Plan

The project is structured in 7 Work Packages (WPs), comprising the WP about Project Management (WP7) and six technical WPs (Figure 2):

- **WP1-Knowledge-base and solution** blueprint will carry out a thorough needs assessment, develop the use case conceptual framework, check the Di-PEGASUS solutions' regulatory compliance and identify and develop the relevant business models. It will provide Di-Pegasus knowledge base, by giving an up-to-date state-of-the-art and practice, and work with the stakeholders involved in the Di-PEGASUS ecosystem to identify and analyse their needs, requirements, concerns, barriers, and opportunities.
- **WP2-Aircraft and airspace digital technologies** aims to develop and deliver innovative Aircraft and Airspace digital solutions as key enablers to support new business models and services for Urban Air Mobility (UAM), focusing on four main technology areas that are critical in ensuring the increase of automation, autonomy and decision-making capabilities for UAM (namely, Swarm intelligence to enable on-board Collision Avoidance in aircraft' swarms, New generation cockpits for AI-powered Unmanned Aerial Systems (UASs), Fleet operations management, Safe automatic landing on vertiports)
- **WP3-Digital innovative ground maintenance technologies** focuses on overall digital maintenance strategies for landed aircraft and vertiports/ water airports. A final objective of this WP is to implement Circular Economy policies and methodologies using digital technologies in order to realize sustainable development in aviation sector, including aircraft and airports.
- **WP4-Di-PEGASUS impact assessment platform** will design and develop the Impact Assessment Platform and validate the technologies developed in WP2-WP3. The platform can be used in impact and particularly cost-benefit analysis scenarios.
- **WP5-Impact Assessment of Di-PEGASUS technologies in real use cases** will engage relevant stakeholders through focus groups and surveys in the implementation of real use cases, allowing for a user-centred design and development of the solutions.
- **WP6-Dissemination, Exploitation and Innovation Management** will aim to raise the visibility and maximize the impact of the project by increasing awareness about the project outcomes and its benefits and by supporting the exploitation of the project outputs.

The overall structure is based on the following management principles: a) all the partners actively contribute to all the major technical tasks, to ensure effective work integration; b) an iteration is planned to design and deliver the Di-PEGASUS solutions, integrate them and produce the Di-PEGASUS Impact Assessment Platform; c) Di-PEGASUS solutions are designed in close cooperation with their prosumers.

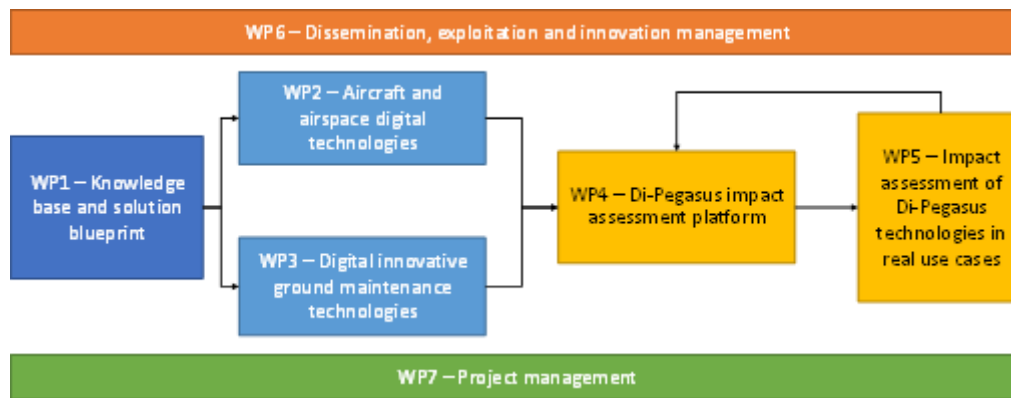


Figure 2 - Di-PEGASUS Pert

3. DI-PEGASUS DMP

3.1. Objectives of the document

According to the Horizon Europe guidelines, the DMP describes the data management life cycle for the data to be collected, processed and/or generated by the project. As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:

- the handling of research data during & after the end of the project
- what data will be collected, processed and/or generated
- which methodology & standards will be applied
- whether data will be shared/made open access and
- how data will be curated & preserved (including after the end of the project).

The data accessibility and the long-term data preservation are the ultimate goals of an effective data management plan, which must be thoroughly planned since the early stages of the project. This deliverable aims at describing the overall data management process within Di-PEGASUS: the types of data collected or generated during the project, how data will be collected, processed, stored and made available during the project lifetime, and how they will be stored and shared upon the project completion.

The management of the data produced during the project will aim to ensure open access taking also into consideration the “as open as possible, as closed as necessary” principle, to ensure the adoption of suitable measures to preserve project results that can be further commercially exploited in the future (e.g. through patenting). Thus, the project will seek a balance between openness and protection of information, commercialization and Intellectual Property Rights (IPR), privacy concerns, security etc. In case project partners need to keep specific parts of their research data closed, the choice will be explicitly justified in the DMP.

The DMP aims to monitor privacy and confidentiality requirements regarding the generated data. In addition, the DMP aims to ensure that the legal and ethical standards for data generation, use, storage, and sharing are

applied throughout the project and in line with the overall management of the project, as foreseen in the Grant Agreement and Consortium Agreement.

The current deliverable should be considered as a living document, which will be regularly updated during the project lifetime. Updates of the DMP will be considered at the end of each reporting periods.

3.2. Structure of the DMP

The current document firstly describes the Data Lifecycle within Di-PEGASUS (see Section 4) detailing the data collection, processing, sharing and preservation. Section 5 describes the two main datasets typologies within Di-PEGASUS (Research Data and Stakeholders data) detailing how data will be managed within the project to ensure the application of FAIR principles during the whole project lifetime and describing the type of data, aim of data, formats, estimated size, etc.

4. DI-PEGASUS DATA LIFECYCLE

During Di-PEGASUS lifetime, a variety of data is produced, collected and processed. Appropriate methods and tools for data collection and analysis have to be selected, and a system for storing, organising, and protecting the data collected during Di-PEGASUS lifetime must be developed. This includes creating protocols for data collection, processing, and analysis. Another important aspect of defining data management of a research project is to plan consent for gathering and managing certain personal data, which involve obtaining voluntary consent from individuals to participate in project activities (mainly workshops/focus groups and surveys/interviews). Informed consent procedures and template are provided in D8.1 OEI.

4.1. Type of Data

In Di-PEGASUS, the following type of data may be collected and documented:

- **Research data:** recorded information related to technical/scientific activities. The collection may require surveys, interviews, instruments to record, transformation of existing datasets to create new data, etc. In particular, research data may fall under the following categories:
 - **Observational:** data captured through observation of an activity and/or a behavior in real-time (and, therefore, usually irreplaceable). The collection usually may require human observation, surveys and instruments to record the information.
 - **Experimental:** data obtained in controlled situation through the active intervention of researchers, who design an activity (called experiment) to collect data. They can be reproduced if needed, but it may be expensive.
 - **Simulation:** data generated reproducing a real-world system, normally used to determine what would happen in certain conditions.
 - **Derived or Compiled:** data derived upon transformation of existing data sets to create new data. They can be reproduced if lost, but it is very time-consuming and it could be expensive.

- **Reference or Canonical:** it refers to data used to categorize and/or classify other data. They could be static or changing over time.
- **Stakeholders data:** such as Contact Details or any other (personal) data of PATTERN stakeholders. The collection may involve registration forms to event, newsletter subscription, website login, etc. The handling of this data will take into account General Data Protection Regulation (GDPR).

It is worth pointing out that these categories can overlap, and data can belong to more than one category depending on the specificities of the data itself (e.g. stakeholders data could also be considered observational data upon certain conditions).

4.2. Documenting Di-PEGASUS data

Research data come in various formats: text, numeric, multimedia, models, software languages, discipline and instrument specific, etc. For each Di-PEGASUS dataset, the format of the data produced will be described, with the ultimate goal to facilitate the accessibility and interoperability of the data, giving preference to open and standard formats. In this deliverable, a first estimation of the size of the data collected will also be provided. This information will be updated if needed at each Di-PEGASUS Reporting Period, according to the actual size of data collected.

The data collected within Di-PEGASUS will be organized taking into consideration the following aspects, as far as applicable.

Version Control

To overcome the challenge of managing and tracking research materials during the course of research, especially in collaborative projects, data will be organized to keep track of different versions of the datasets, through the application of a version control system, e.g SharePoint versioning and file naming convention.

Naming conventions used

Di-PEGASUS datasets will be carefully named by choosing file names that are informative and useful for both humans and machines. Following there are some suggestions about the naming conventions within Di-PEGASUS.

Choose machine readable names

Use deliberate delimits. Common approach is using “_” and “-” to delimit units of metadata in the file names. A general rule is to use “-” to separate words you want to glob together and “_” to separate different information within a file name. Don't use spaces, punctuation, capital letters or special characters (Using \$, @, %, #, &*, (,), !, etc. may have meanings in programming languages).

Choose human readable names

Choose names that explain the content. The more meaningful the name, the more useful it is for human users. The more metadata you store in the name, the less you need to explain elsewhere. Choose short names.

The identifier is a key part of data documentation and metadata. Table 1 shows the codes that can be used for making identifiers.

Table 1 - Examples of files code for identification

Description	Deliverables	Meetings	Conferences/Events	Data
First Letters	Di-PEGASUS	Di-PEGASUS	Di-PEGASUS	Di-PEGASUS
Underscore	_	_	_	_
Next letters	Deliverable number (Dx.y) [x=WP number, y=deliverable number]	Type of document (i.e. Agenda, Minutes, Presentation). In case of presentations, mention WP number as well.	Event title	Type of data (e.g. EXP, SIM, etc)
Underscore	_	_	_	_
Next letters	Short explanatory title for the document	Location and date of the meeting separated by underscore	Location and date of the meeting separated by underscore	Site/date
Underscore	_	_	_	_
Next letters		Short name of organisation and initials of presenter	Short name of organisation and initials of presenter	Short name of organisation producing the data
Underscore	_	_	_	_
Last letters	"v" and number of revision of this specific report v[number].[number] (E.G. V0.1=DRAFT VERSION, V1.0=FINAL VERSION)	"v" and number of revision of this specific report v[number].[number] (e.g. v0.1=draft version, v1.0=final version)]	"v" and number of revision of this specific report v[number].[number] (e.g. v0.1=draft version, v1.0=final version)	"v" and number of revision of the dataset v[number].[number] (e.g. v0.1=raw data, v1.0=final processed data)

Metadata

Data needs to be documented to help interested users to clearly understand and reuse them. For this reason, descriptive and substantive (i.e. how the data should be read or interpreted) metadata will be elaborated and described in a readme.txt file complementing each dataset (see Table 2). For the metadata to be machine-readable it should also be structured (a standard should be followed¹).

Table 2 - Example of metadata included in the readme file of Di-PEGASUS datasets

Creator	Main researchers involved in producing the data
Title	Name or title by which the dataset is known
Contributors	Institutions, organizations or persons responsible for making contributions to the dataset
Publication year	The year when the data was or will be made publicly available
Date of creation	When the resource itself was put together; this could be a date range or a single date
Description	Concise description of the contents of the dataset. Describe the research objective, type of research, method of data collection and type of data
Keywords	Keywords, or key phrases, describing the resource
Spatial coverage	Describe the geographic area to which the data refer (e.g. municipality, town/city, region, country, international)
Persistent Identifier	PIDs will typically be automatically assigned by trustworthy repositories (e.g. Zenodo automatically assigns a DOI). In some cases, a dataset may be known by one or more other (persistent) identifiers
Language	The primary language of the resource
Link to publication	Include the web addresses where the resource is available

4.3. Data processing

Data processing means transforming data into useful information. All data must be checked, cleaned and validated which means that data is correct and relevant. During the data analysis process, data analysis tools are applied in order to transform the data to easily interpret, share and publish it. The goal of data analysis is to discover useful information in order to draw informing conclusions, and support decision-making.

This DMP outlines how each identified dataset in the Di-PEGASUS project is being processed (see Section 5).

¹ <https://www.dublincore.org/specifications/dublin-core/dcmi-terms/>

4.4. Data storage

Di-PEGASYS involves the collaboration between 13 organisations (i.e. 12 Beneficiaries and 1 Affiliated Entity) and a moderate amount of data will be generated in activities as presented in Section 4. To manage such quantities of data, with the aim to follow the FAIR principles and to stimulate the collaboration among partners, a few data storage tools have been selected. The selection was made having in mind the purposes and the end-users of the data stored, divided in tools appropriate for internal use and daily project activities, and tools for guaranteeing the long-term storage of Di-PEGASUS data.

List of data sharing / short-term storage tools NOT appropriate for long-term storing of data generated by Di-PEGASUS project but used to carry out daily project activities:

- **Microsoft SharePoint:** is a file hosting service and synchronization service operated by Microsoft as part of its web version of Office. It is a private space, created for the project activities (as detailed in D7.1 PMP), used by all beneficiaries to share working files and store temporary master copy of raw data that should be available for use by other Beneficiaries for data processing.
- **Local drives, company cloud storage and external portable storage devices:** these are storage facilities that do not fall under surveillance of this data management plan.

List of storage tools appropriate for long-term storing of data and to guarantee the findability, accessibility, interoperability, and reusability of data generated by Di-PEGASUS:

- **Trusted Repository:** Di-PEGASUS peer reviewed publications and related datasets will be stored in a trusted repository (institutional or general such as Zenodo). Data files are versioned.

4.5. Data preservation

All relevant obtained data will be archived in a trusted repository (e.g. ZENODO). All data and items will be retained for the lifetime of the repository. By depositing the data on the platform, Di-PEGASUS will ensure the long-term preservation of the project published data.

4.6. Data Reuse

Data collected and produced is made available for reuse whenever it is possible (following the approach as *open as possible as closed as necessary*). Details concerning the ownership, transfer and dissemination of projects results are defined in Di-PEGASUS Consortium Agreement and shall be followed accordingly. The relevant rules of the Grant Agreement, in specific Article 13, Article 15, Article 16 and Annex 5, are also relevant and apply accordingly.

4.6.1. Access to Di-PEGASUS data

Di-PEGASUS Beneficiaries will be the main users of data produced in the project. Within the project, all data may be classified into open, sensitive and closed. Access depends on the classification of the data.

- **Open data** must be acknowledged by citing the data set. Permission from the researcher is not required.
- **Sensitive (or confidential/restricted)** data may be made available by the researcher after any identifying information has been removed. Then, they can be used and cited. Permission from the researcher could be sought and access can be restricted to certain conditions (e.g. ethical clearance).
- **Closed data** is not available for sharing.

5. DI-PEGASUS DATASETS

The following sections represent the lifecycle of each dataset produced and processed within the project following the FAIR principles.

5.1. Research Data

Data Summary

Data generated/collected	Data collected in WP2 (all tasks), T3.2, T3.3, T4.2, T4.5
Data Format	.XLM, .CSV, .DOC / .DOCX, .XLS / .XLSX, .PPT / .PPTX, .PDF, Photo Format (e.g., .JPEG, .PNG), Video Format (e.g., .MKV, .MP4, .AVI), MATLAB scripts files (.M), Python scripts files (.PY), JSON files (.JSON), YAML files (.YAML), GeoMesa database, Simulink models (.SLX), digital elevation models files (.DEM), Functional Mockup Unit (.fmu)
Size of Data	~2-5 TB
Software tools for creating/processing/visualizing data	Microsoft Office 365 (Excel, Word, PowerPoint), MATLAB, Python, PyTorch, GeoMesa, Espresso Python, Simulink
Use of preexisting data – Data source	<ul style="list-style-type: none"> • Requirements and observations from operators (WP2) T2.3 • Open literature, publicly available aerial vehicles and sensors parameters (WP2) T2.1
Storage and Backup Strategy	<ul style="list-style-type: none"> • Microsoft SharePoint • GitHub, GitLab • Geo-temporal database server.

MAKING DATA FINDABLE

Data Identifiers	Persistent Identifier (e.g. DOI)
Directory and file naming convention	Project Practice (as per D7.1 PMP and Table 1)

Search keywords for re-use	As per project (e.g. aviation, drones, vertiport, VTOL, etc)
Version numbering	Microsoft SharePoint versioning and file naming convention (see Table 1)
Metadata standards and automatic creation of metadata	Metadata standard as per project; Microsoft Office metadata; ISO/IEC; JSON based; ISO 19115-2, GeoSPARQL

MAKING DATA OPENLY ACCESSIBLE

Data access (Open, Restricted, Closed)	<p>Datasets necessary for validating results in scientific publications will be openly available (as per art. 17 of GA), unless the Di-PEGASUS consortium will evaluate the openness of data against the legitimate interest of the Beneficiary.</p> <p>Some datasets will be restricted only to Di-PEGASUS consortium members (e.g. Simulation results and black-box models (e.g. Functional Mockup Unit), only for project demonstration purposes and the source code will not be shared since it will contain proprietary data; all operator observational notes and site related results and data will be closed).</p>
How will data be made accessible	Trusted Repository (e.g. Zenodo)
Methods or software tools and software documentation needed to access the data	Web browser, Microsoft Office 365 (Excel, Word, PowerPoint), GeoSPARQL, Pandas
Restrictions on use and access	Restricted data available only to Di-PEGASUS consortium members

MAKING DATA INTEROPERABLE

Data and metadata vocabularies, standards or methodologies to facilitate interoperability	Google style docstring; Query and data processing library, Python code; MATLAB and Simulink standard data formats.
Mappings to more commonly used ontologies	GeoSparkQL ISO132

MAKING DATA RE-USABLE

Data sharing and re-use	Open data can be reused (e.g. Creative Commons licence CC-BY)
Audience for reuse	Researchers, technology providers
Period of re-usability	Storage time of the trusted repository

DATA SECURITY, ARCHIVING AND PRESERVATION

Security measures	Di-Pegasus SharePoint security and access control
Archiving of data and long-term preservation	<ul style="list-style-type: none"> All data will be stored on Sharepoint until 5 years after the end of the project, in compliance with record-keeping indication of the Grant Agreement Data Sheet Trusted repository policies (e.g. Zenodo)

5.2. Stakeholders' data

Data Summary

Data generated/collected	Data collected in WP1 (T1.2), WP3 (T3.3) and in WP5
Data Format	.XLM, . CSV, .DOC /.DOCX, .XLS / .XLSX, .PPT / .PPTX, .PDF, Photo Format (e.g., .JPEG, .PNG), Video Format (e.g., .MKV, .MP4, .AVI)
Size of Data	~1TB
Software tools for creating/processing/visualizing data	Microsoft Office 365 (Excel, Word, PowerPoint), Qualitative data analysis software (e.g. NVivo)
Use of preexisting data – Data source	N/A
Storage and Backup Strategy	<ul style="list-style-type: none"> Microsoft SharePoint (aggregated data) Audio files and transcripts are saved on personal drive of Beneficiaries responsible of the activities

MAKING DATA FINDABLE

Data Identifiers	Persistent Identifier (e.g. DOI)
Directory and file naming convention	Project Practice (as per D7.1 PMP and Table 1)
Search keywords for re-use	As per project (e.g. aviation, drones, surveys, interviews, etc)
Version numbering	Microsoft SharePoint versioning and file naming convention (see Table 1)
Metadata standards and automatic creation of metadata	Metadata standard as per project; Microsoft Office metadata

MAKING DATA OPENLY ACCESSIBLE

Data access (Open, Restricted, Closed)	Datasets necessary for validating results in scientific publications will be openly available (as per art. 17 of GA), unless the Di-PEGASUS consortium will evaluate the openness of data against the legitimate interest of the Beneficiary. Datasets containing personal information will not be public. Only datasets processed to be anonymized will be openly available
How will data be made accessible	Trusted Repository (e.g. Zenodo)
Methods or software tools and software documentation needed to access the data	Web browser, Microsoft Office 365 (Excel, Word, PowerPoint)
Restrictions on use and access	Restricted data available only to Di-PEGASUS consortium members Datasets with personal information of stakeholders will be closed

MAKING DATA INTEROPERABLE

Data and metadata vocabularies, standards or methodologies to facilitate interoperability	As per project (see Table 2)
Mappings to more commonly used ontologies	N/A

MAKING DATA RE-USABLE

Data sharing and re-use	Open data can be reused (e.g. Creative Commons licence CC-BY)
Audience for reuse	Researchers, technology providers
Period of re-usability	Storage time of the trusted repository

DATA SECURITY, ARCHIVING AND PRESERVATION

Security measures	Di-Pegasus SharePoint security and access control
Archiving of data and long-term preservation	<ul style="list-style-type: none"> All data will be stored on Sharepoint until 5 years after the end of the project, in compliance with record-keeping indication of the Grant Agreement Data Sheet Trusted repository policies (e.g. Zenodo)

6. REFERENCES

Di-PEGASUS Grant Agreement

Di-PEGASUS Consortium Agreement

