
Deliverable No. 7.1

POPD – Requirement No. 2

Project acronym:
PERFORM

Project Title:
**Participatory Engagement with Scientific and Technological Research through
Performance**

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SUMMARY

This deliverable meets the Ethics requirement No. 2 of Table 1.4 in the Grant Agreement, Annex 1, corresponding to providing detailed information on the procedures that will be implemented for data collection, storage, protection, retention and destruction. It also confirms that these processes comply with national and EU legislation. This deliverable has been elaborated by the Universitat Oberta de Catalunya (UOC) as the institution coordinating PERFORM. The content of this deliverable is complemented by the Data Management Plan of the PERFORM project (Deliverable 1.4).

1. DATA COLLECTION, STORAGE, PROTECTION, RETENTION AND DESTRUCTION

PERFORM partners are aware of the need to protect the personal data collected during the project, to guarantee the ethics in publishing results and in general to protect the rights of individuals. All the aspects set out below are included in the guidelines published on the website http://cordis.europa.eu/fp7/ethics_en.html. The research complies with the **Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995** on the protection of individuals with regard to the processing of personal data and on the free movement of such data.

The ethical issues of the research are developed under the supervision of the Universitat Oberta de Catalunya (UOC), as the coordinator of the project, and the Universitat Autònoma de Barcelona (UAB), as responsible for the impact assessment (work package 4 leader). The UAB thus centralises data collection and storage during the lifetime of the research project and the corresponding Ethics Commission for Human and Animal experimentation (CEEAH) – an independent organism appointed by the Council of the UAB- supervises the research process. CEEAH members do not have any conflict of interests when making their deliberations and comply with relevant EU legislations (i.e., the European Charter of Fundamentals Rights). If any unforeseen ethical issues arise during the project, the coordinator will consult with the ethics specialists at the UAB Ethics Commission.

Informed consent is used to recruit research participants (see Deliverable 7.2), so secondary school students, teachers and early career researchers who are or will be involved in the research have given or will give their informed consent to participate in PERFORM project. All data collected by the PERFORM consortium from them are systematically anonymised (i.e., removing the names of participants and schools and any other identifier that would allow a user to identify a subject by the data) in order to prevent possible identification of individuals' opinions or ideas.

PERFORM does not collect and/or process personal sensitive data (i.e., ethnicity, political opinions, religion, health, finances, etc.), since obtaining such type of

data does not contribute to achieve the project aims and objectives.

In the specific case of social media analysis, PERFORM do not gather private personal information, including personal sensitive data, or using secretive methods to gain access to social media data. PERFORM access content that audience members choose to make public, either on the performance groups' webpages or on Twitter. In sum, PERFORM is not trying to get information that people are keeping, or trying to keep, private. The consortium treats any personal information connected to the audience response data with a high level of consideration, courtesy, privacy and ethical practice. For example, PERFORM will anonymise social media quotations included in the research.

Data are be collected by PERFORM researchers during project activities on paper and video, and then stored in electronic databases only accessible to team members (i.e., by using the project Intranet or their personal equipment).

PERFORM partners provide the Coordination Team with resultant databases that will be stored in ZENODO, protected with standard security means (see PERFORM D1.4 Data Management Plan for more details). To protect the confidentiality of subjects, raw data (in paper and videos) will be kept in a locked file cabinet at the UOC, accessible only to the PI and team members. We will not share the critical data related to confidentiality with anybody outside of the research team.

Any publication resulting from participation in the study will not identify subjects by name.

Research data will be retained for a period of 5 years after the project ends, but the consortium will take measures to enable for third parties to access and disseminate research data at the end of the project according to the Data Management Plan.

2. COMPLEMENTARITY WITH THE DATA MANAGEMENT PLAN

The ethical guidelines described in this document have been included in a Data Management Plan elaborated by the Coordination Team (Deliverable 1.4, Month 6).

The Data Management Plan details what type of data the PERFORM project generates, whether and how it will be exploited or made accessible for verification and re-use, and how it will be storage and preserved.

The use of a Data Management Plan is required for projects participating in the Open Research Data Pilot, such as PERFORM.

The Coordination Team will share this document and the Data Management Plan (Deliverable 1.4) with all partners to guide them on how to accomplish the legal and ethical requirements regarding data collection, storage, protection, retention and destruction, as well as with their responsibilities regarding research data quality, sharing and security.