



# D4.1

## Data management plan version 1.0

Confidential

### **Olga Skalska**

FundingBox Accelerator Sp. z o.o.  
Ul Ludwika Rydygiera 15  
Warszawa 01 793  
Poland

ola@fundingbox.com  
+353 89 6080547



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<b>Main author</b> Olga Skalska	<b>Reviewed by</b> Yrsa Cronhjort	<b>Accepted by</b> Ali Muhammad	
<b>Contributing author(s)</b>			<b>Pages</b> 26
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### Abstract

The deliverable is the Data Management Plan for the Open Call management to be held in WP4. The Plan was created in accordance with "Guidelines on FAIR Data Management in Horizon 2020, Version 3.0". It presents the framework reference for the personal data protection processes (including storage, management, collection, analysis of the Open Calls, among others), following the 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 until valid, the repealing Directive 95/46/EC (General Data Protection Regulation).

### Coordinator contact

Ali Muhammad  
VTT Technical Research Centre of Finland  
Tekniikankatu 1, PL 1300, 33101 Tampere, Finland  
E-mail: [ali.muhammad@vtt.fi](mailto:ali.muhammad@vtt.fi)  
Tel: +358400560851

### Notification

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## *History of changes*

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## *Executive summary*

The Data Management Plan (DMP) is the key document presenting the data management processes to be carried out in the WP4. Application Experiments Selection – the package dedicated to the full process of the 2 open calls foreseen, ensuring the selection of the 20 most relevant application experiments with respect to the expected impact. The partner responsible for the Plan, as well as for executing the proper data management in the project is Fundingbox (FBOX).

The Data will be generated through the accessible information (i.e. reports published on the logistics in manufacturing industry area), project partners and external evaluators activities, third party beneficiaries and uses cases, and the Open Platform for Innovation in Logistics (OPIL) PLATFORM. Is it planned that it will be collected through an online form within FBOX Platform which will be used during the project's Open Calls. The Plan presents overall strategy for creation and management of the Open Call Package Documents, including: Call announcement, Guide for Applicants (GfA), Guide for Evaluators (GfE), Frequently Asked Questions (FAQs) and Application forms. The Open Call management tool and general set up of the personalised and customised FBOX platform for the L4MS Open Calls is described.

Datasets will be anonymised for impact assessment and research purposes. All the personal data will be treated in line with the REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 27 April 2016 and it will be accessible for authorised users only (validated via authentication processes).

In order to assure the full anonymity, all documents associated to a particular project submitted through the Open Calls, will be identified with a unique and persistent number (given at the time of the submission process) and specific keywords will be used to easily identify documents during the evaluation and analysis processes.

The full set of anonymous data will be available for third parties that would request access to the information for research purposes. Other than that, the data will not be publicly accessible (no open access). Common comprehensive formats for data interoperability will be established (to be respected by all the project partners).

Regarding the ethical issues, they will be managed by the L4MS Ethical Committee, ensuring that all the H2020 standards and guidelines are applied correctly. In order to prevent overlapping between this Data Management Plan and the D7.5 L4MS Ethical report (version 1.0) to be delivered in M12, the latter will become a superordinate document to D4.1.

The Data Management Plan presents the templates for 'Informed consent forms' and 'Information sheet'.



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