



Freiburg University Research Data Management Principles

Preamble

The responsible handling of research data is critical for confirming research results, the advancement of science and the dissemination of knowledge. The following principles are addressed to all researchers at Freiburg University both in their role as independent researchers, and as teachers and supervisors. Their obligation includes instructing students and doctoral candidates on handling research data properly, as well as imparting subject-specific skills and standards.

What is research data?

Research data includes all data that was created in the course of the research process or resulted from it. Since the generation or collection of research data depends on a variety of research questions and methods, followed by processing, analysis and publishing and/or archiving, the data may involve a range of media, aggregation levels and formats. Sharing and reusing research data requires documentation of the original context and tools that were used.

Principles

Considering the [proposals for safeguarding good scientific practice of the German Research Foundation](#), the [guidelines for the handling of research data of the German Research Foundation](#) and [Freiburg University's regulations on safeguarding academic integrity](#), the following principles have been defined:

1. Researchers at Freiburg University are committed to the secure storage, processing, documentation and long-term preservation of their research data. Responsibility for ensuring these processes lies with Freiburg University staff in charge of research projects or programs.
2. All researchers at Freiburg University are asked to process research data resulting from their research activities according to the conventions and standards of their respective scientific community. They document the complete research cycle including tools and procedures that they used.
3. Researchers at Freiburg University are responsible for deciding at what time and on what legal terms research data may be accessed. Freiburg University recommends, according to The Open Access Declaration of Freiburg University ([Open-Access-Resolution der Universität Freiburg](#), in German), making research data as well as scholarly publications



publicly available in a timely manner. Protection of personal data, copyrights and the legitimate interests of third parties must be ensured.

4. Research data underlying scholarly publications should be archived for the long term and/or published in an appropriate trustworthy data archive or repository. It belongs to the scientific output of the community of researchers at Freiburg University.

Freiburg University has committed itself to establishing the preconditions to enable these principles to be fulfilled.

These research data management principles were approved by the Rectorate on 19.12.2018 and presented to the Senate on 27.02.2019.

Please note that this translation is made available in addition to the original version of the "Grundsätze zum Umgang mit Forschungsdaten an der Albert-Ludwigs-Universität Freiburg". Only the German version is binding.

We gratefully acknowledge the permission of the Humboldt University Berlin to use their existing research data management principles.