D1.4 Update of Data Management Plan

INSULAE – Maximizing the impact of innovative energy approaches in the EU islands

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ABBREVIATIONS

CIM – Common Information Model

D – Deliverable

DMP – Data Management Plan

EC – European Commission

FAIR - Findable, accessible, interoperable and reusable

GDPR – General Data Protection Regulation

GA – Grant Agreement

H2020 – Horizon 2020 The EU Framework Programme for Research and Innovation

IPR – Intellectual Property Right

IPT – Investment Planning Tool

WP – Work package

EXECUTIVE SUMMARY

This data management plan forms the general procedures and minimum requirements that specific data management procedures in each WP, Task, or organisation should be built upon. It is written with the consortium and public audience in mind, however prior knowledge from other publicly available sources of the INSULAE project is assumed. In short it seeks to address the following points.

- The types of open and non-open data that will be generated or collected by the consortium, via experimental work and research, during the project's lifespan;
- The technologies and infrastructures that will be used to securely preserve the data long-term;
- The standards used to encode the data;
- The data exploitation plans;
- The sharing/access policies applied to data-sets.

For the INSULAE project specific attention is drawn to the importance of the technical treatment of data to ensure its interoperability within the project and usability out of the project, and data protection under GDPR, especially in the Unije demonstrator that includes data that could be considered personal (but not sensitive) in nature, as may be the user profiles in the vehicle charging demonstrator in Madeira. Notwithstanding these specific cases; all research, development, and engineering tasks; and the investment planning tool and demonstrators have associated data needs.

This data management plan covers the procedures for handling of primary and secondary (meta) data during and after the end of the project. The data management plan discusses the nature of data that will be collected, and the intended usage, as well as how the data will be collected, processed, shared and stored, and for how long it will be stored. It considers the data from the technical angle, considering easing its use in current and future research; and from the privacy angle, considering where data subjects (under GDPR) or consortium partners due to commercial reasons require restrictions on the freedom of data. This leads to the simplifying definition of data being as open as possible, as closed as necessary. It is also important to note that the INSULAE grant agreement does not specifically call for open access to research data though it does under article 29.2 call for open access to scientific publications.

Within the INSULAE project, sensitive data (e.g. health, religiosity, sexual practices) will not be collected, and personal data from internal sources (within the consortium) and external to the consortium will be collected and treated appropriately according to European and national laws, and current best practice. This requires informed consent for all data collection from data subjects, the right to withdraw consent, and limitations on the life of the data. Sharing of data between specific partners, strictly for the informed reasons communicated when requesting consent, should be of anonymised data whenever possible.

Individual organisations within the INSULAE consortium should have a designated Data Protection Officer when required by law, and as specified in the consortium and grant agreements will take on the role of data controller ensuring compliance with applicable laws and regulations, typically GDPR and other national requirements.

The data management plan was a living document to be altered according to the changing internal needs of the consortium or due to changing external factors, such as legislation. However, this is the final version of the Data management Plan for INSULAE.

TABLE OF CONTENTS

1 Data Summary 2

Purpose of the data 3

Types formats and size 4

1.1.1 Types 4

1.1.2 Formats 5

1.1.3 General rules for generated data 5

1.1.4 General rules for naming, meta data and standardisation 5

1.1.5 Origin and size of data 6

1.1.5.1 Existing data and reuse 6

1.1.5.2 Produced data and size 6

Data Utility 7

2 Fair Data (Data that is Findable, Accessible, Interoperable, Reusable) 7

Findable Data 8

Openly Accessible Data 9

Interoperable Data 10

Re-use of Data 10

3 Allocation of resources 11

4 Data security 11

5 Ethical aspects 12

Collection Storage and protection of personal data. 12

Data storage and security 13

Methodology & Guidelines for the delivery of Informed Consent 13

Consortium agreement on Non-disclosure and GDPR. 14

6 CONCLUSIONS 14

7 Annexes 16

Annex A: Details on file formats and standards 16

Annex B: Open Data List 16

Annex C: Tutorial on Zenodo – Open digital repository 21

Brief introduction 21

Submitting research data 21

Annex D: Example Forms used to advise data subjects in demonstrators 24

INTRODUCTION

The objective of D1.4, Data Management Plan, is to look at data from the perspectives of: compliance with GDPR obligations and any other ethical considerations; an overview of the technical nature and use of data in INSULAE; and openness in so far as is possible to maintain the commercial interests of partners and allow use of data in further research and validation of results.

In general, it responds to the following points:

- The types of open and non-open data that will be generated or collected by the consortium, via experimental campaigns and research.
- Data set referencing and naming.
- Data set descriptions.
- Standards and metadata.
- Data sharing and handling during and after the end of the project.
- Archiving and preservation, during and after project end.

In the INSULAE project it is important to note that participation in the open research data pilot is voluntary.

The data management plan is part of the full range of deliverables under the management work plan, but specifically falls under T1.3. As it will be released publicly it is a standalone document; however consortium partners can consider it in conjunction with other management deliverables and ethics deliverables; D11.1 related to ethics issues on stakeholders in dissemination and exploitation; D11.2 related to legal, technical and organisational issues for data subjects in research, specifically for Use case 3 in Unije lighthouse; D11.3 related to informed consent procedures for data subjects and other stakeholders interviewed within the project; and D11.4 related to correct processing and treatment of any sensitive and/or personal data that may be collected in the project.

The technical nature of the data and the procedures for its use in the big data platform will be outlined in D4.1 which includes discussion on the common information model (CIM).

Data output from the IPT will be for the use and interest of partners, both for testing and improving the IPT, validating the IPT through the demonstrators and carrying out further planning in the lighthouse and follower islands. Data available in the big data platform that contains also the common information model (CIM), T4.1 and D4.1, should act as a searchable repository for a selection of demonstrator data, with import and export functionality and data validation and user access protocols. The IPT, demonstrators, big data platform and CIM have data connections between them.

Data from the seven use cases (across the 3 demonstrators) is generally as an output from research and demonstrator monitoring.

As a general rule, enough data to validate results should be made open; especially for those results presented in publications. Data should be presented in accordance with FAIR principles (findable, accessible, interoperable, and reusable).

All legislation relating to data privacy both national and at European level under the GDPR must be considered and complied with in the carrying out of INSULAE activities.

D1.4 doesn't seek to provide specifics for the many different data uses, data interactions and output in the project, but should provide a framework for making specific plans where necessary, and providing clarifications where required.

Note that the mentioned deliverables above are not necessarily publicly available and are referenced for the consortium partners. Also as part of the deliverable in Annex B there is a list of deliverables describing those which are public, their availability at this time, and those which are not public (closed) and the reasons for their not being made public.

1 DATA SUMMARY

The grant agreement specifies under clause 29.2 that as part of providing open access (free of charge online access for any user) to scientific publications the beneficiary must aim to deposit at the same time the research data needed to validate the results presented in the scientific publications.

The time line for open access is immediately upon final publication or at the latest six or twelve months according to the below text from the grant agreement, under 29.2.

"Ensure open access to the deposited publication — via the repository — at the latest:

(i) on publication, if an electronic version is available for free via the publisher, or

(ii) within six months of publication (twelve months for publications in the social sciences and humanities) in any other case.

(c) ensure open access — via the repository — to the bibliographic metadata that identify the deposited publication.

The bibliographic metadata must be in a standard format and must include all of the following:

- the terms "European Union (EU)" and "Horizon 2020";

- the name of the action, acronym and grant number;

- the publication date, and length of embargo period if applicable, and a persistent identifier."

Grant clause 29.3 relating to open data is not applicable to the INSULAE project so while the aim should be to make data freely available, ideally in an online context, it is not mandatory. Of course where other legal or commercial restrictions apply open access does not need to be given, and no specific data repository is required for the project, though T4.1 will cover much of the data generated from demonstrators. Data collected by the IPT in general comes directly from lighthouse

island and follower island partners. There is also information produced by the EC which can aid partners to allow open access to data.[1]

The recent launch of the European Commission Platform for open access publishing may also be of assistance.[2] We also recommend the use of Zenodo and a detailed tutorial is included in Annex C although other online repositories exist that meet the requirements and may be more discipline specific. Using discipline specific websites makes sense in increasing visibility for the target audience, and so reuse.

The tasks that are most related to pure data in the project are the IPT and Big Data Platform. Although other project activities generate and use data these two tasks have an inherent data dependency.

The IPT will ingest a range of data from different sources producing output in a user interface but also with a pure data output through an export function for indicators and result time series as csv files. To aid interoperability all parameter data will also be exportable and importable with a simple format (csv files with fixed repository names).

The big data platform will store raw data sets, following a specific naming convention with accompanying metadata. Data sets will be mapped to the CIM and will be searchable and findable for the needs of partners. It is not an open data platform as it will have confidential data sets stored on it, but will aid in data retrieval and reuse and it´s security protocols can allow secure controlled data access.

Purpose of the data

In the context of the INSULAE project the most visible forms of data use are those in dissemination and communication actions. Such as public deliverables, scientific reports, articles and any other publicly available communication on INSULAE activities. All these publicly facing actions can be found in the publicly available dissemination deliverables.

Within the consortium a wide range of data is shared for management purposes, from email to financial reporting data. Of course the majority of these management related activities are confidential and closed, available only to the specific parties involved.

For the development of the technical activities, research and experimental data is used initially in research and investigation to prepare interventions for the seven use cases in the 3 lighthouse islands, and in preparation of the investment planning tool.

[1] h2020-hi-erc-oa-guide_en.pdf (europa.eu) - https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/oa-pilot/h2020-hi-erc-oa-guide_en.pdf

[2] Open Research Europe | Open Access Publishing Platform | Beyond a Research Journal (europa.eu) - https://open-research-europe.ec.europa.eu/

Moving into the demonstrator phase data is produced from the running of the demonstrator activities and the use of the functional investment planning tool. This validates the efficacy of the IPT through the 7 use cases across the 3 islands (Unije, Bornholm and Madeira).

Data use is then extended to the final acts of the project looking at replication possibilities for the use cases and the investment planning tool across the follower islands (Psara, Marie Galante, Menorca and Nordeney).

The data collection should ultimately lead to quantitative measurement of progress towards the project objectives.

Personal data is mostly applicable in the context of the Unije demonstrator where households are involved in activities, and in the electric vehicle charging demonstrators in Madeira. In Unije personal data will only be used for the purposes of contacting house holders in relation to INSULAE activities, such as the installation and maintenance of sensors and related equipment, and to provide personalised data related services in the context of the project. In Madeira user profiles need to contain a minimum of contact data for booking and use of the vehicle charging infrastructure and/or for the installation of vehicle to grid chargers in households.

Types formats and size

INSULAE project covers many activities with varied data needs. Each partner will consider the needs of their own use and other partners use in the activities they lead; as well as open access and regulatory restrictions, when considering the types and formats of data to be used. In general data should be made open, unless there are specific reasons for not doing so. These reasons may be among others, contractual, commercial or legal.

In general some of the types and or formats of data to be used and or collected in the INSULAE project are identified below.

1.1.1 Types

Existing time series with varying formats, for example of parameters of existing systems (voltage, demand etc.) or natural phenomenon (temperature, sunlight etc.)

Generated time series with varying formats, either simulated in the research development engineering phase or from the IPT, or collected data from physical experiments or demonstration monitoring. (battery charge states, electricity production and demand etc)

Numerical, quantitative, data defining specific characteristics or values for variables. Either existing or generated. (Area of an island, data to define existing electricity networks, etc)

Derived data, that arises from data analytics or further processing of raw data, such as that might be generated by the IPT, or data processing in research or in the big data platform.

Qualitative data relating to user or other stakeholder perceptions. For example user opinions on the IPT or stakeholder or user opinions on the use cases or interventions.

Personal information, for the management of interactions with households especially in relation to Unije use case (UC3): Empowerment of islands' energy communities through 5G and IoT

technologies for flexibility services. Personal/contact information for the setting up of accounts and charger installation for the smart charging infrastructure (UC6) in Madeira.

Project Management data, such as meeting attendance and minutes, contact lists, financial information, and other data on the project activities.

1.1.2 Formats

Where possible common formats readable with commonly available software will be used.

For example;

- Microsoft Office Suite formats readable in Excel, Word, PowerPoint (doc, .docx, .xls, .xlsx, .ppt, .pptx.etc)
- General file types readable by a range of software (e.g .csv and .txt)
- Document formats such as pdf for deliverables and other written documentation.
- Photographic and graphic formats readable in common software such as pdf, jpeg, tiff etc.
- Audio and audio-visual files in commonly readable formats.
- Other specific formats that pertain to specific software packages available for purchase.
- Other formats dictated by the data creator (not part of INSULAE consortium), where data is being reused.

Formats that are not widespread or not supported by commonly available software should be avoided if possible.

1.1.3 General rules for generated data

Where data is generated, it should use a common data format, as described above or other accessible data format.

Data generated by and/or for specific existing software packages or software or tools created within the project will where possible be in a standard format that is readable by excel or other common basic data analytics software. Especially where the tool or software is being created within the project. Of course some proprietary software used by partners during project activities may have a software specific format, open for users of that software package.

For generated data to be accessible it must be labelled logically and clearly with sufficient detail to identify the units, source etc. This requires careful labelling of columns and naming of data archives. If calculations on said data are carried out in a data archive and are deemed accessible, then they should be sufficiently explained to be obvious to a suitably qualified third party without interrogation of the underlying equations. This requires detailed explanation of the underlying calculations used in the data archive.

1.1.4 General rules for naming, meta data and standardisation

Within the INSULAE project a common information model (CIM) collates some information on metadata and other data aspects as part of the development of the big data platform. The basics for the partners are captured in D4.1.

However, as a general introduction to naming and metadata. Data files should have an alphanumeric code included in the name which identifies the version number and date of creation of the version. Metadata is usually presented in two formats – contextual information about the data in a text based document and ISO 19115 standard metadata in an xml file. These two formats for metadata provide a full explanation of the data (text format) and ensure compatibility with international standards (xml format).

Where possible, Digital object identifier (DOI) should be used to identify content and provide a persistent link to its location on the Internet, if it is an accessible online archive. DOI is a unique alphanumeric string assigned by a registration agency (the International DOI Foundation). The publisher assigns a DOI when an article or online resource is published and made available electronically.

Where they are available it is recommended to include DOIs for both print and electronic sources. The DOI is typically located on the first page of the electronic journal article, near the copyright notice. The DOI can also be found on the database landing page for the article. The DOI system has been standardised through the International Standards Organisation, ISO (within the responsibility of committee [3]ISO TC46/SC9, Identification and documentation) as ISO 26324, Digital Object Identifier System.

1.1.5 Origin and size of data

1.1.5.1 Existing data and reuse

Much data is sourced from various existing open and/or closed, private and/or public databases, such as time series for existing electrical systems or weather data, and data such as population characteristics and size of islands etc. Or simply referencing and use of existing academic publications and knowledge or techniques. Other existing data has its origin within the different consortium partners, where the data can come from previous research including from public funded projects or other research data. Within the CIM some effort will be made to ease re-use of existing data.

1.1.5.2 Produced data and size

Other data is produced within the project as a result of the project activities. The data varies from reports and other deliverables to experimental and research data such as time series and individual data points, but is generally foreseen to be of a manageable size when output data and input data only are considered. The IPT generates large amounts of data during simulations but the useful output data is of a manageable size.

Software that requires significant data handling will be run on webservers so data size will not restrict access to the tools or simulations that will be the output of those project tasks, a common PC device should be sufficient. However commercial and legal aspects related to exploitation may of course restrict access to these outputs.

[3] The International DOI Foundation - https://www.doi.org/index.html

For written documents such as deliverables the size should be limited to 15Mb wherever possible. Though online repositories such as Microsoft TEAMS can handle larger files where they may be required.

In general file sizes that are as small as possible for the intended use are preferred.

Data Utility

The primary utility of the data in INSULAE is within the project in order to complete the activities and achieve the objectives. Ranging from data sharing between tasks, to the output data from the demonstrators and Investment Planning Tool for specific scenarios which could be used by the lighthouse and follower islands.

During and after the project, the disseminated results have utility to many different stakeholders from an average island resident through to professionals in the fields related to INSULAE activities. But the data presented in dissemination (such as in public deliverables and media activities) will generally not be of primary use for further academic study. The publications made by INSULAE partners in relevant open scientific journals will however fill that gap allowing further research to build on the work developed in the INSULAE project.

Of course where possible and practical and according to the FAIR principles and aims of open data, data related to the published results will be made available, and may be of interest and use, for professionals for research, investigation, planning etc.

As the project progresses and the issue of exploitation becomes clearer the data streams will be of use in furthering the exploitation aims of the partners, through validation of the potential exploitable results, and in some instances the data may have its own value that can be exploited.

2 FAIR DATA (DATA THAT IS FINDABLE, ACCESSIBLE, INTEROPERABLE, REUSABLE)

Although open access to research data is not required by the INSULAE grant agreement it is recognised as best practice. Where making data open is compatible with other grant agreement articles and doesn´t constitute additional cost it should be considered.

There are also many public reports to be published during the project, and links to the scientific publications and pdf versions of the public deliverables are also made available on the INSULAE website[4] as well as on the CORDIS results website[5] for the project.

Following FAIR principles aids in data use/reuse within the consortium to complete the actions required under the grant agreement, and can also aid reuse beyond the INSULAE project.

[4] INSULAE project website - http://insulae-h2020.eu/

[5] Maximizing the impact of innovative energy approaches in the EU islands | INSULAE Project | H2020 | CORDIS | European Commission (europa.eu) - https://cordis.europa.eu/project/id/824433/results

It is important to note that as part of the big data platform tasks, technical data from different activities will be brought together. The big data platform and the related CIM will deal with some of the themes related to fair data, such as naming, meta data, searchability etc; though for privacy, security, and commercial reasons the big data platform is not intended to be open.

Figure 1 represents the path to open data following the FAIR principles[6]

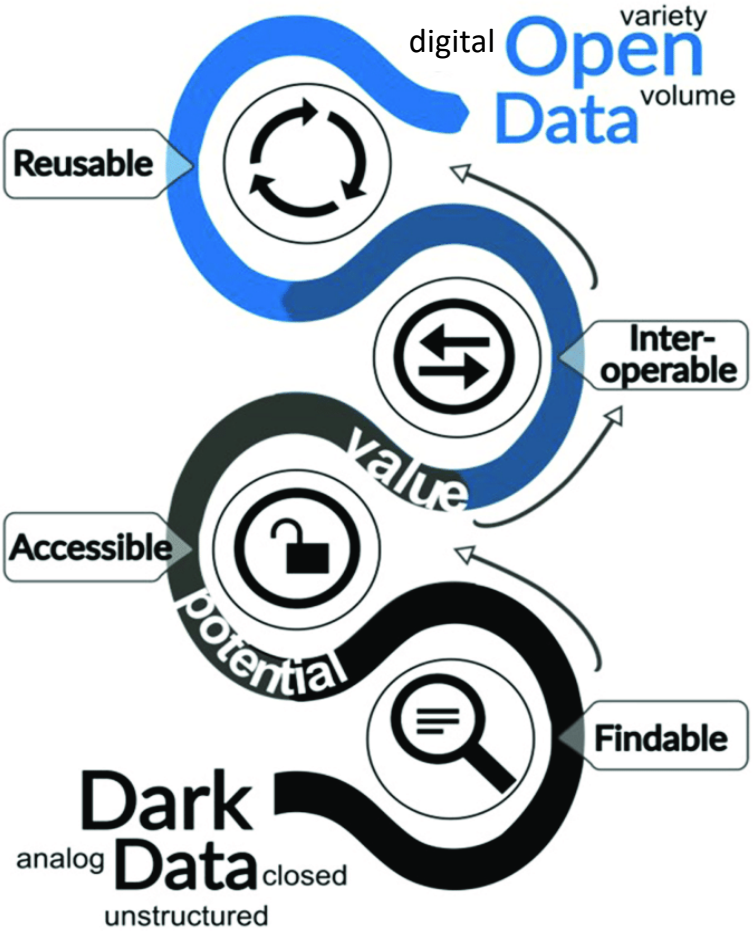


Figure 1 Conceptual diagram of the FAIR roadmap for dark data: each curve represents a step toward increasing the value and potential of dark data for science.

Findable Data

In order to make data **findable**, consistent metadata, that is persistent and with unique identifiers should be used. This metadata will obviously depend on the specific data sets used/generated by consortium members for their different project tasks.

General principles to aid searchability, finding of data:

[6] From the Field to the Cloud: A Review of Three Approaches to Sharing Historical Data From Field Stations Using Principles From Data Science - Scientific Figure on ResearchGate. Available from: https://www.researchgate.net/figure/Conceptual-diagram-of-the-FAIR-roadmap-for-dark-data-each-curve-represents-a-step_fig1_328004345 [accessed 20 Feb, 2019]

- Data and meta data are assigned a globally unique and persistent identifier, for example descriptive name and full date including provision for versions.
- Data has sufficiently rich meta data to describe and/or summarise it. For example use of keywords.
- Data are registered or indexed in a searchable resource. For example with the creation of a CIM or the use of searchable online databases.

Openly Accessible Data

In order to make data open the following guidelines on data openness will help.

- Data are retrievable by their identifier using a standard method (protocol). The method is open, free, and universally implementable. Searchable using a web browser for example.
- The method allows for authentication and authorization, where necessary. Registering and sign in.
- Metadata remains accessible, even when the data is no longer available. Data descriptions remain even if the timeline for the storage of data has passed. A trivial example are the data descriptions in deliverables that can outlive the data files they are based on.

Given that INSULAE project is not contractually obliged to make data open we have produced the following description of when we should consider making data open.

- Data related to open publications should be open to aid transparency (where making it open does not conflict with other contractual obligations), this is also related to the obligations of the grant agreement.
- Wherever practical, without additional associated costs, or where making data open is not in conflict with other contractual obligations, data should be made open.

Reasons why data may not be made open are listed below.

- Privacy or ethical reasons, including legal limitations.
- Contractual reasons including those related to the grant and consortium agreements.
- In the context of it not being a requirement under the grant agreement, where the resources required to make it openly accessible place an unreasonable burden on the controller/owner of the data.

In general for publicly available reports and other documents related to the project, the INSULAE project website[4] as well as the CORDIS results website[5] will serve as the repositories.

Publications can be uploaded on open access platforms, such as OpenAIRE[7] or other platforms that may be discipline specific, such as online journals like Smart Grid and Renewable Energy[8] or MDPI open access journals[9]. There also exists the possibility to allow open access through organisations

[7]OpenAIRE - https://www.openaire.eu/

[8]Smart Grid and Renewable Energy - www.scirp.org/journal/sgre

[9] MDPI Open access journals - https://www.mdpi.com/

own solutions such as those provided by the Danish Technical University (DTU) in INSULAE via direct links to papers. Open access data can (with previous discussion and agreement of partners) be archived on zenodo (see Annex C)

Open access project documentation (deliverables) are listed in Annex B and further open data lists and descriptions will be added as the project progresses. Public dissemination activities are listed in the publicly available dissemination deliverables, on the project website or CORDIS website above.

Interoperable Data

Within the project many different data sets will be dealt with that have different interoperability needs. Some guiding principles however to aid interoperability of data are presented below:

- Data and meta data should use a formal, accessible, shared, and broadly applicable language for knowledge representation. This depends on the audience but for H2020 projects English should be used unless addressing a local audience in their native language. This also however refers to the choice of software, file format, or standards/best practice on which metadata are based which can be discipline specific. Choosing file formats that can be opened and edited by free software, and using commonly understood meta data standards are key aspects of interoperability.
- Data and meta data use vocabularies that follow FAIR principles, for example are written and presented in a way that uses open and freely understandable language. So not overusing jargon; and using commonly accessible words and software.
- Data and meta data include qualified references to other data. That is that data and data sets are not just linked by association but by a descriptive association.

The big data platform, which hosts and facilitates the use of the common information model (CIM), fosters both syntactic and semantic interoperability. This, in turn, facilitates the sharing and distribution of knowledge among a wide range of partners within the project, covering their direct needs. While it won't be an open data platform, it will generally adhere to the other FAIR principles.

Re-use of Data

The usable life of data, the methods for re-use and the storage methods to allow re-use as well as the defined storage periods are defined by individual partners where GDPR or other legal considerations are not separately negotiated. This brings up licensing, quality assurance and other issues. As previously identified the demonstrator data will be stored locally and a selection stored on the big data platform with access designated to the data owners.

There are some bilateral agreements on data reuse and continued use but they are private agreements between partners.

Re-use of the information generated in the project should be an aim, from the perspective of furthering the project objectives, and furthering the exploitation aims of the partners. The big data

platform will facilitate re-use within the project, helping link the IPT and other data streams and storing for potential re-use in further research and investigation the demonstrator data.

During the project lifetime and beyond, data licenses and other agreements will help permit the widest re-use of all the available data.

3 ALLOCATION OF RESOURCES

Individual partners and the consortium as a whole are responsible for data management in the INSULAE project.

Specific tasks require description, ingestion and reuse of data within the consortium, most notably the IPT and big data platform. These specific tasks and other data intensive tasks are resourced specifically within the consortium agreement.

Other costs related to make data FAIR in the project as well as open access to research data are eligible as part of the Horizon 2020 grant (if compliant with the Grant Agreement conditions).

Resources for long term preservation, associated costs and potential value, as well as how data will be kept beyond the project and for how long, have been discussed by the consortium. In general the individual partners have made their own provisions individually for the resourcing of data storage and reuse beyond the project, with openness being maintained within the consortium.

4 DATA SECURITY

All partners must take responsibility for the security of data that they are storing, and prior to making data open or allowing specific access, consider the grant agreement and consortium agreement limitations as well as other legal limitations. Some security aspects are further discussed under ethics.

When gathering data, especially when it is considered private under GDPR or otherwise confidential, only the minimum amount of data required to perform the necessary activities should be gathered. This helps data security by limiting sensitive and commercial data in storage to the minimum.

Additionally when sharing confidential data internally in the consortium, share the minimum data required for the purposes of the activity. In the case of personal data under GDPR, wherever possible (ie when the non-anonymised personal data is not required for the activities envisioned) anonymise the data prior to carrying out any activities or sharing the data.

Specifically the IPT and big data platform will have security built in to prevent unauthorised access to the services themselves and to specific data streams.

The online repositories used by the consortium such as Emdesk and Microsoft TEAMS also have user access control and anyway are for sharing of data that can be viewed by all INSULAE project partners, not confidential for the partners.

In partners own organisations user access control should also apply to all INSULAE project data.

These measures should help prevent unauthorised access to INSULAE data.

Backups of data will also be used across platforms and within organisations to ensure data retrieval in the case of loss.

5 ETHICAL ASPECTS

In general, the INSULAE project does not introduce any critical ethical issues or problems apart from those related to general data protection. We don´t expect the data from results to be useful for purposes that are ethically problematic, such as for use by terrorists or in illegal activities. However this will be monitored continually.

The main ethical consideration within the project is the personal data of users in the INSULAE demonstrators.

Collection Storage and protection of personal data.

The consortium partners will ensure compliance with Regulation (EU) 2016/679[10] and its application at national and regional level in the member states involved in INSULAE. The partners and consortium as a whole will also aim to ensure compliance with other national laws where they may be stronger than the application of the EU regulation.

Partners involved with the use of personal data have prior experience and expertise sufficient to carry out the activities of the project in compliance with GDPR. This text outlines the consortium position, reaffirming the requirement and looking at specific cases.

These issues have been dealt with separately in both the ethics deliverables and the direction of action (DoA) forming part of the grant agreement however a summary is provided below.

- Personal data will be stored in secure server systems and will be anonymised, data access will be restricted to only those directly using the data for project purposes, usually the partner with initial contact with the users. But in any case a data controller/responsible must be assigned.
- Where data sharing related to activities with specific users is required, data will be anonymised prior to sharing. With the user being represented only by an anonymised ID.
- Personal or confidential data will be kept for an absolute minimum of time, being destroyed when no longer required for project activities or partner follow up activities, but never exceeding the legal limits.

[10] EUR-Lex - 32016R0679 - EN - EUR-Lex (europa.eu) –

https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32016R0679&qid=1625741891381

Data storage and security.

In order to protect the collected data and control unauthorised access to the INSULAE data repositories, only authenticated personnel will have access to personal or otherwise confidential data. The Big data platform for experimental/demonstrator data will have authentication functionality but is not considered for storage of sensitive or person data.

Personal or sensitive data must be stored on secure servers with protected user access control. Given that this data is usually held only by the original partner, the partner responsible should have its own secure storage.

Personal or sensitive data should be destroyed at the earliest opportunity (depending on use, or legitimate continued use for which permission has been granted by the subject). Data destruction techniques used must be permanent and irreversible, depending on the medium.

Methodology & Guidelines for the delivery of Informed Consent

Informed consent requires the enrolment of people who voluntarily declare their consent to participate in the data collection and related project activities. The consortium and contacting partner must take the appropriate action for ensuring that:

1. Data cannot be collected without the explicit informed consent of people under observation; therefore no person unable to express a free and informed consent for age-related reasons, on-going medical and / or psychological conditions, mental incapacity, should be enrolled in any study/activity;

2. Data collected cannot be sold or used for any purposes outside the INSULAE project;

3. Any data, which is not strictly necessary to accomplish the current study/activities, won't be collected; data minimisation policy will be adopted at all levels of the project and will be followed by the ethical/privacy component of the project.

4. Any shadow (ancillary) personal data obtained during the observation will be immediately and permanently deleted.

Collection of sensitive data as it is defined in the GDPR[11] is not required and should not be undertaken.

Note that in Annex D we include examples of some of the documentation used to get informed consent from the users.

[11] What personal data is considered sensitive –

https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/legal-grounds-processing-data/sensitive-data/what-personal-data-considered-sensitive_en

Consortium agreement on Non-disclosure and GDPR.

The INSULAE partners under section 10 of the consortium agreement have also signed an agreement on the Non-disclosure of information to protect the data interests of each other and involved parties.

But more specifically under 10.8 General Data Protection Regulation (GDPR).

"In general each Party shall be responsible for and take on the role as data controller in relation to any personal data processed by the Party as part of such Party's participation in the Project. Any processing of personal data in relation to the Project shall be in compliance with the applicable EU and national law on data protection (GA art. 39.2). The legal basis for the Parties' processing of personal data in relation to the Project shall be article 6, 1 (a) of the General Data Protection Regulation, Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (Informed Consent). The data controlling Party shall ensure the informed consent contains a legal basis for any transmission of the personal data, which is necessary for the full implementation, management and monitoring of the Project.

Specifically with regards to the obligations of the Parties as a consortium to graphically document the work carried out and the meetings held as part of the performance of the Project, the Party responsible for the organization of the activities to be filmed and/or photographed shall be responsible for and take on the role as data controller of the personal data processed in relation to the filming and/or photographing of such activities. Notwithstanding the aforementioned, any Party who provides employees, collaborators, trainees, and/or other possible categories of data subjects (hereinafter collectively referred to as the 'Data Subjects') for the participation in these activities shall be responsible for obtaining the informed consent of these Data Subjects with regards to the processing of their personal data in relation to the filming and/or photographing of the activities in question, including their consent to publish any such film and/or photographs. Such informed consents shall be obtained prior to the performance of these activities."

In conclusion the actions during INSULAE project must be carried out in compliance with the relevant laws and legal agreements.

6 CONCLUSIONS

The data management plan sets the basis for good data management and allows specific reporting on some data sets and procedures that have been created and used.

Consideration of the themes and use of the procedures described in this data management plan will aid in compliance with the objectives of describing the data, making it FAIR, secure, and using the data ethically.

This is the final data management plan with the project completing in November of 2023.

However the obligations of the data management plan and grant agreements and consortium agreement details on data continue after the project end.

Therefore organisations should have a plan for data that continues after the project end with the responsibilities within each organisation clearly defined to ensure continuing compliance.

7 ANNEXES

Annex A: Details on file formats and standards

Here we will briefly describe and provide additional references related to the format standards that will be used to store and share the project's data. For instance:

- Metadata Standards Directory provided by the Research Data Alliance, can be searched for discipline-specific standards and associated tools.
- EUDAT B2SHARE tool includes a built-in license wizard that facilitates the selection of an adequate license for research data.

Annex B: Open Data List

Below are some tables outlining open data coming from the project. These tables will be added to over the project lifetime. Table 1 below shows the open deliverables which should all be able at the latest after approval at project end.

Table 1 open deliverables.

Public (Open) Deliverables	Type	Available
D1.3 - Data Management Plan	Report	Yes
D1.4 - Update of Data Management Plan	Report	Yes
D2.3 - Analysis of the regulatory, gender, socioeconomic and environmental aspects of the Lighthouse Islands	Report	Yes
D2.4 - Citizens participation: common conclusions report	Report	Yes
D4.2 - Unije Lighthouse UC-1 report	Report	Yes
D4.3 - Unije Lighthouse UC-2 report	Report	Yes
D4.4 - Unije Lighthouse UC-3 report	Report	Yes
D4.8 - Bornholm Lighthouse UC-4 report	Report	Yes
D4.9 - Bornholm Lighthouse UC-5 report	Report	Yes
D4.13 - Madeira Lighthouse UC-6 report	Report	Yes
D4.14 - Madeira Lighthouse UC-7 report	Report	Yes
D5.5 - Unije large-scale replication action plan	Report	Yes
D6.5 - Bornholm large-scale replication action plan	Report	Yes

D7.5 - Madeira large-scale replication action plan	Report	Yes
D8.1 - Results on the use cases potential impact on the reference islands	Report	Yes
D8.2 - INSULAE IPT user guide	Report	Yes
D8.3 - INSULAE training materials	Report	Yes
D8.4 - Report on INSULAE training activities	Report	Yes
D8.5 - Action Plans for the Follower Islands	Report	Yes
D8.6 - Recommendations on current islands regulations	Report	Yes
D9.1 - Business model development for the deployment of the IPT and other technological solutions	Report	Yes
D9.5 - Roadmap for the market deployment of the IPT.	Report	Yes
D10.1 - Dissemination and Communication Plan including project identity set	Report	Yes
D10.2 - Project website	Other	Yes
D10.3 - Project visual materials	Other	Yes
D10.4 - Project synergies report	Report	Yes
D10.5 - Mid-term Dissemination and Communication report	Report	Yes
D10.6 - Citizens and tourism engagement	Report	Yes
D10.7 - Final report on communication and dissemination activities	Report	No
D10.8 - First Update of Dissemination and Communication Plan including project identity set	Report	Yes
D10.9 - First Update of Project visual materials	Other	Yes
D10.10 - Second Update of Dissemination and Communication Plan including project identity set	Report	Yes
D10.11 - Second Update of Project visual materials	Other	Yes
D10.12 - Third Update of Project visual materials	Other	Yes

Open deliverables become available on the project website[5] as well as the CORDIS[5] website after being approved. + -indicates openly available scientific publication communicating outcomes; refer to publicly available communication deliverables for details.

The following table 2 lists the closed deliverables and the reason for them being closed.

Table 2 closed deliverables.

Confidential (Closed) Deliverables	Type	Reason
D1.1 - Project Handbook	Report	CON
D1.2 - Project Management collaborative space guide	Report	CON
D1.5 - Project Management Plan	Report	CON
D1.6 - First Update of Project Management Plan	Report	CON
D1.7 - Second Update of Project Management Plan	Report	CON
D2.1 - Parameters list definition including their value for the Lighthouse and Follower islands	Report	COS +
D2.2 - KPI and Reference Islands definition including the characterization of the Lighthouses and Followers	Report	COS +
D3.1 - User needs and IPT specifications	Report	COS
D3.2 - Lighthouse islands models and islands characterisation functions	Other	COS
D3.3 - INSULAE Optimization engine	Other	COS
D3.4 - Islands interventions library	Other	COS
D3.5 - Scenarisation module	Other	COS
D3.6 - Investment Planning Tool	Other	COS
D3.7 - Update of Islands interventions library	Other	COS
D3.8 - Update of Scenarisation module	Other	COS
D3.9 - Update of Investment Planning Tool	Other	COS
D4.1 - INSULAE Big data platform and Common Information Model	Other	SEC COS

D4.5 - Unije Lighthouse energy system models	Other	SEC COS
D4.6 - Unije Lighthouse interventions equipment detail engineering	Report	COS
D4.7 - Unije Lighthouse equipment development	Demonstrator	COS
D4.10 - Bornholm Lighthouse energy system models	Other	SEC COS
D4.11 - Bornholm Lighthouse interventions equipment detail engineering	Report	COS
D4.12 - Bornholm Lighthouse equipment development	Demonstrator	COS
D4.15 - Madeira Lighthouse energy system models	Other	SEC COS
D4.16 - Madeira Lighthouse interventions equipment detail engineering	Report	COS
D4.17 - Madeira Lighthouse equipment development	Demonstrator	COS
D4.18 - Voltage source converter modelling and development	Demonstrator	COS
D4.19 - Voltage source converter tests results	Demonstrator	COS
D4.20 - INSULAE Big data platform and Common Information Model (Final Version)	Report	SEC COS
D5.1 - Unije Demonstration and monitoring plans	Report	CON
D5.2 - Unije Demo-site commissioning and start-up report	Report	CON
D5.3 - Unije Demo-site operation log	Report	CON
D5.4 - Impact assessment: KPIs evolution at Unije	Report	COS+
D6.1 - Bornholm Demonstration and monitoring plans	Report	CON
D6.2 - Bornholm Demo-site commissioning and start-up report	Report	CON
D6.3 - Bornholm Demo-site operation log	Report	CON
D6.4 - Impact assessment: KPIs evolution at Bornholm	Report	COS+

D7.1 - Madeira Demonstration and monitoring plans	Report	CON
D7.2 - Madeira Demo-site commissioning and start-up report	Report	CON
D7.3 - Madeira Demo-site operation log	Report	CON
D7.4 - Impact assessment: KPIs evolution at Madeira	Report	COS+
D9.2 - CBA of the Lighthouse interventions	Report	COS
D9.3 - IPR report	Report	COS
D9.4 - INSULAE exploitation strategy	Report	COS
D9.6 - First Update of IPR Report	Report	COS
D9.7 - First Update of INSULAE exploitation strategy	Report	COS
D9.8 - Second Update of IPR report	Report	COS
D9.9 - Second Update of INSULAE exploitation strategy	Report	COS
D9.10 - Roadmap for the market deployment of the IPT (confidential version)	Report	CON
D11.1 - H - Requirement No. 1	Report	CON
D11.2 - POPD - Requirement No. 2	Report	CON
D11.3 - POPD - Requirement No. 3	Report	CON
D11.4 - POPD - Requirement No. 4	Report	CON

Reasons: Confidentiality (CON), Commercially sensitive information (COS), Security Concerns (SEC). + Openly available scientific publication communicating outcomes; refer to publicly available communication deliverables for details.

Other open data sets relate to the open scientific publications, the originating authors of the papers can be contacted for the specific access methods to the data.

Open scientific publications, and all other publicly available dissemination actions are listed in the publicly available dissemination deliverables as identified in the tables above.

Annex C: Tutorial on Zenodo – Open digital repository

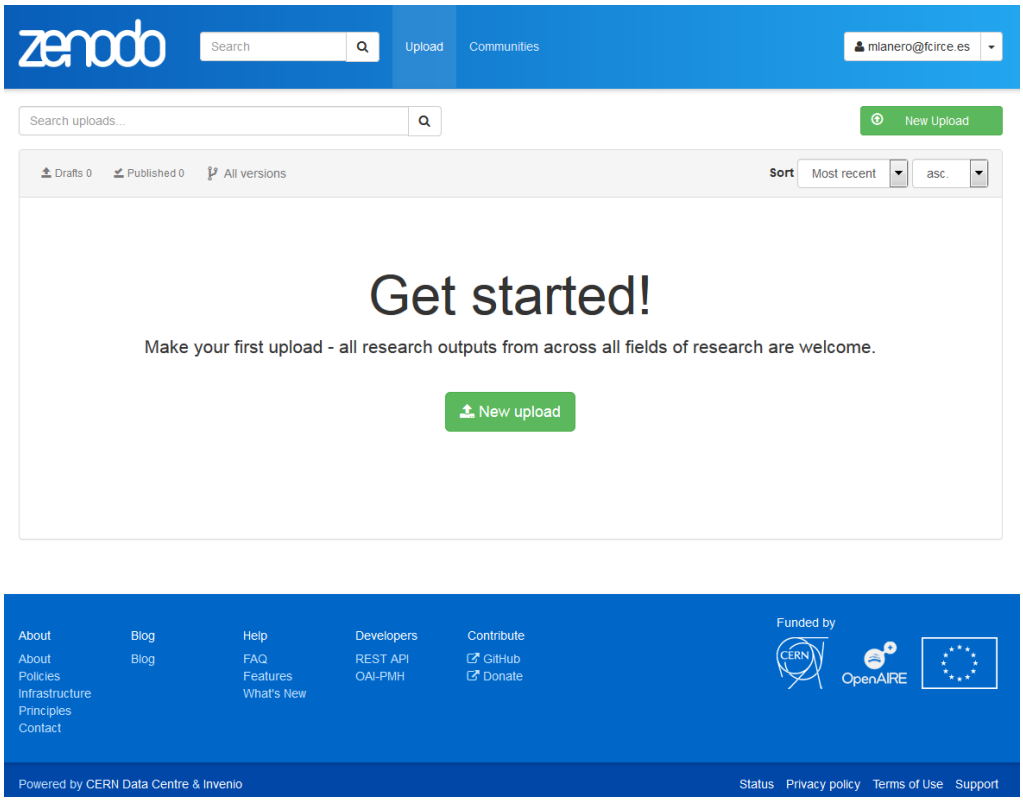
Brief introduction

The portal enables researchers, scientists and institutions to share research data and results in a wide variety of formats including text, spreadsheets, audio, video. To each submitted data-set is attached a unique DOIs that enables referencing the data in research and institutional contexts. The OpenAIRE project, in the vanguard of the open access and open data movements in Europe was commissioned by the EC to support their nascent Open Data policy by providing a catch-all repository for EC funded research.

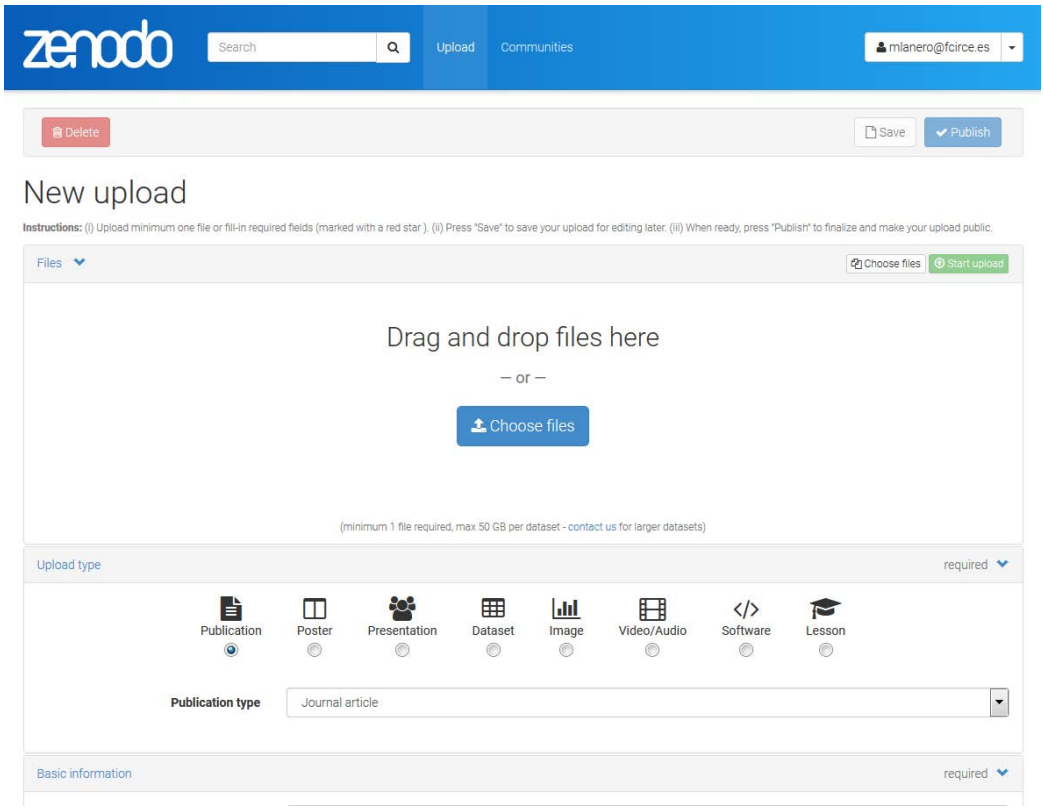
Submitting research data

The submission of research data to Zenodo can be done through the following steps:

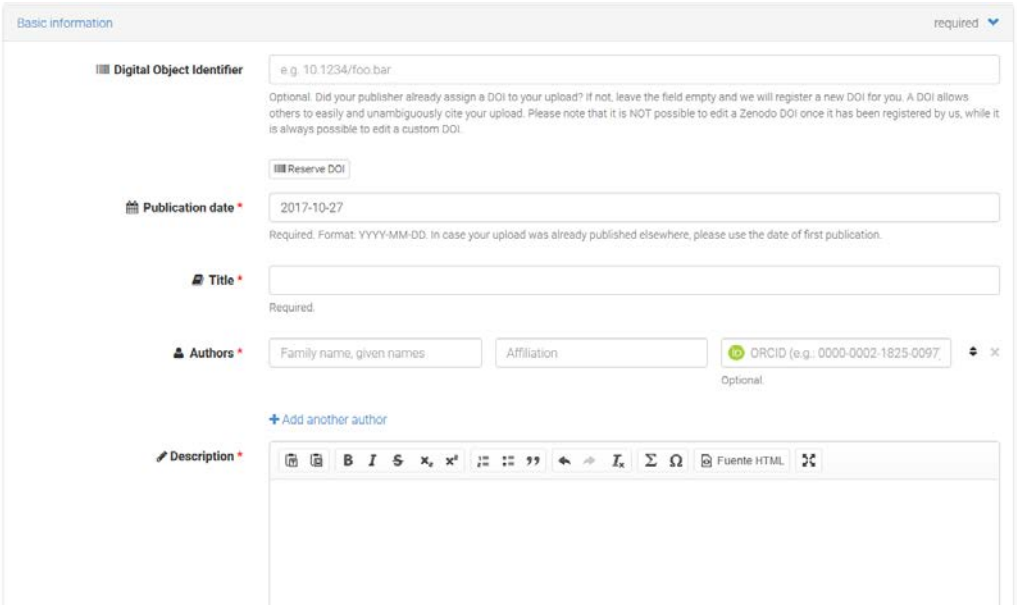
1. The upload procedure starts by prompting the user to select the files that will be part of the data-set and need to be uploaded:

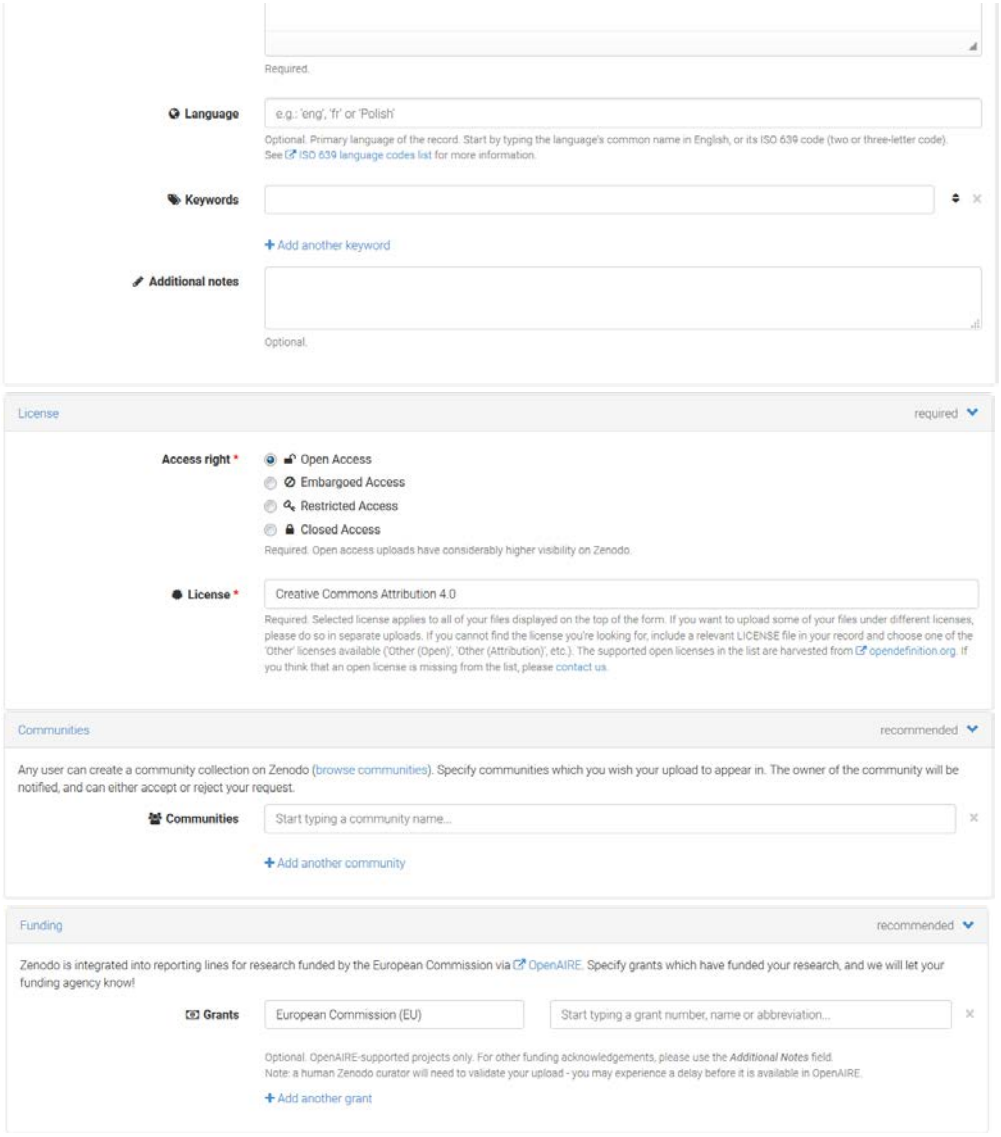


2. Successively the data must be classified according to given categories such as: dataset (i.e., tables of numerical data), image and others:



3. Finally, the portal prompts for additional metadata such as authorship of data and sharing policies. The structure of the data-set must be specified here as well:




Required.
Language
e.g.: 'eng', 'fr' or 'Polish'
Optional. Primary language of the record. Start by typing the language's common name in English, or its ISO 639 code (two or three-letter code).
See ISO 639 language codes list for more information.
Keywords
+ Add another keyword
Additional notes
Optional.
License
required
Access right *
Open Access
Embargoed Access
Restricted Access
Closed Access
Required. Open access uploads have considerably higher visibility on Zenodo.
License *
Creative Commons Attribution 4.0
Required. Selected license applies to all of your files displayed on the top of the form. If you want to upload some of your files under different licenses, please do so in separate uploads. If you cannot find the license you're looking for, include a relevant LICENSE file in your record and choose one of the 'Other' licenses available ('Other (Open)', 'Other (Attribution)', etc.). The supported open licenses in the list are harvested from opendefinition.org. If you think that an open license is missing from the list, please contact us.
Communities
recommended
Any user can create a community collection on Zenodo (browse communities). Specify communities which you wish your upload to appear in. The owner of the community will be notified, and can either accept or reject your request.
Communities
Start typing a community name...
+ Add another community
Funding
recommended
Zenodo is integrated into reporting lines for research funded by the European Commission via OpenAIRE. Specify grants which have funded your research, and we will let your funding agency know!
Grants
European Commission (EU)
Start typing a grant number, name or abbreviation...
Optional. OpenAIRE-supported projects only. For other funding acknowledgements, please use the Additional Notes field.
Note: a human Zenodo curator will need to validate your upload - you may experience a delay before it is available in OpenAIRE.
+ Add another grant

Annex D: Example Forms used to advise data subjects in demonstrators and for the IPT

Madeira:

Privacy term used in online forms for participation in UC6, charging demonstrator.

TERMO DE PRIVACIDADE

A participação voluntária no âmbito da **Mobilidade Elétrica do Projeto *Insulae***, requer o seu consentimento na obtenção e processamento dos seus dados pessoais, cujo objetivo é demonstrar o impacto de tecnologias de carregamento de veículos elétricos na descarbonização do sistema.

A EEM - EMPRESA DE ELECTRICIDADE DA MADEIRA, S.A cumpre com todas as normas jurídicas comunitárias e nacionais aplicáveis no âmbito da proteção de dados, da privacidade e da segurança da informação. Para mais informação sobre o compromisso de proteção de dados e privacidade consulte a nossa Política de Privacidade em https://www.eem.pt/pt/conteudo/eem/protecao-de-dados/politica-de-privacidade/.

Este documento, apresenta um conjunto de informações detalhadas sobre o tratamento e proteção dos seus dados pessoais neste contexto.

Como é utilizada a sua informação pessoal?

Enquanto participante voluntário neste projeto, concorda com a disponibilização e utilização das suas informações pessoais no âmbito do mesmo. A sua informação pessoal é obtida através do preenchimento de um formulário, onde solicitamos apenas os dados pessoais estritamente necessários para cada um dos objetivos propostos.

Estas informações são de carácter obrigatório, pois são necessárias à validação da sua participação. Os Dados Pessoais serão conservados pela EEM pelo período de duração da relação contratual e até ao decurso do prazo a seguir indicados.

Finalidade	Categoria de dados pessoais	Fundamento de Licitude	Prazo de conservação
Recolha, seleção e divulgação de listas de candidatos	Dados de identificação (pseudonomizados)	Diligências pré-contratuais para a participação no projeto.	Até ao termo de um ano sobre o final do projeto
Participação no projeto	Dados de identificação; Dados de contacto;	O seu consentimento e o interesse legítimo da EEM pelo tratamento de avaliação de riscos e do nível de qualidade do serviço prestado	36 meses.
Gestão da sua reclamação	Dados de identificação; Dados de contacto;	Interesse legítimo da EEM, para prevenção de litígio.	36 meses.
Fins estatísticos, realização de inquéritos de satisfação, divulgação de informações ou ações promocionais, comerciais e de marketing da EEM	Dados de identificação; Dados de contacto;	O seu consentimento	Até revogação do consentimento.
Investigação & Desenvolvimento e Customização (Personalização) de Produtos	Dados anonimizados	Interesse legítimo de desenvolvimento de atividade do responsável pelo tratamento	Até ao termo de um ano sobre o final do projeto

Após decorrido o prazo de conservação (salvo exista um processo judicial ou obrigação legal a cumprir), os dados serão anonimizados e poderão ser usados em outros projetos.

Para efeitos das finalidades descritas e em cumprimento de obrigação legal, os Dados Pessoais poderão ser transmitidos a autoridades judiciais, policiais, administrativas e ainda às entidades, nomeadamente de tipo associativo, como seja a Agência de Energia e do Ambiente, Associação Portuguesa do Veículo Elétrico (APVE), que enquadrem ou realizem, licitamente, ações de compilação de dados, ações de sensibilização, estudos de mercado ou estudos estatísticos ou técnico-atuariais.

Quais são as informações pessoais necessárias?

Para cada categoria de dados pessoais são solicitados apenas os seguintes dados pessoais:

• Dados de identificação: nome, o NIF,

• Dados de contacto: telemóvel, telefone, morada, email

• Dados do veículo e de consumo: número VIN do veículo (“nº de chassis”), matrícula, marca e modelo do veículo, capacidade da bateria, estado de carregamento da bateria (Battery SOC)

• Dados de carregamento: número de cartão RFID e UID do cartão, horário pré-definido para os carregamentos

Quem poderá aceder às suas informações pessoais?

Para além da EEM e para as finalidades definidas anteriormente, a sua informação pessoal poderá ser partilhada com outras entidades parceiras no projeto (fabricantes automóveis), a empresa de

suporte à plataforma de gestão dos carregamentos do formulário para a EEM e por outros nossos prestadores de serviços, no âmbito das tarefas e objetivos previamente definidos.

Na partilha de dados com as entidades acima referidas serão minimizados os dados transferidos na medida do estritamente necessário para a execução das operações no âmbito deste projeto.

A lista seguinte identifica as entidades com as quais a EEM tem relação contratual e com as quais poderão ser partilhados os dados pessoais acima identificados. Esta lista de entidades poderá ser atualizada ao longo do tempo, pelo que recomendamos a leitura periódica deste termo de privacidade. Para saber mais informação sobre os tratamentos de dados pessoais realizados por estas entidades recomendamos a leitura das suas Políticas de Privacidade:

- CIRCE: FUNDACION CIRCE CENTRO DE INVESTIGACIÓN DE RECRUSOS Y CONSUMOS ENERGÉTICOS: Entidade responsável pela plataforma de gestão dos carregamentos. Consulte aqui a sua política de privacidade;
- EFACEC: EFACEC ELECTRIC MOBILITY, SA: Fabricante dos postos de carregamento. Consulte aqui a sua política de privacidade;
- ACIF-CCIM:ASSOCIAÇÃO COMERCIAL E INDUSTRIAL DO FUNCHAL – CÂMARA DE COMÉRCIO E INDÚSTRIA DA MADEIRA: Entidade responsável pelas atividades de disseminação. Consulte aqui a sua política de privacidade;

Informamos também que os seus dados pessoais não serão transferidos para fora da União Europeia.

Quais os seus direitos e como poderá exercê-los?

Relativamente ao processamento da sua informação pessoal, neste contexto, cada participante tem como direitos:

- Requerer o acesso à sua informação, ou seja, a receber uma cópia dos mesmos,
- Ter a sua informação corrigida, caso esteja incorreta ou desatualizada, o que nos irá ajudar a cumprir a nossa obrigação de ter sempre atualizada a informação que temos sobre si,
- Retirar o seu consentimento a qualquer momento, nos termos acordados e pelos quais adquirimos o seu consentimento.

Para exercer os direitos acima descritos ou outros descritos na Política de Privacidade da EEM, poderá contactar-nos, apresentado a sua identificação, através contacto de e-mail do Gabinete de Proteção de Dados da EEM: protecaodedados@eem.pt, descrevendo o assunto do pedido e indicando um endereço de resposta preferencial: correio eletrónico, contacto telefónico ou correspondência postal.

Por fim, é importante realçar que também tem o direito de apresentar queixa à CNPD (Comissão Nacional de Proteção de Dados). Porém, solicita-se que entre em contacto connosco antes de efetuar qualquer tipo de reclamação, de modo que nos seja possível tentar solucionar qualquer situação que possa ter.

Se necessitar algum esclarecimento adicional pode enviar para insulae@eem.pt

Unije:

Informed consent for participation in INSULAE

PRIVOLA ZA OBRADU OSOBNIH PODATAKA U SVRHU PROVOĐENJA PROJEKTA INSULAE

Uvod

Društvo Ericsson Nikola Tesla d.d., iz Zagreba, Krapinska 45 (dalje u tekstu: „**ETK**") sudjeluje u projektu naziva INSULAE. Projekt INSULAE dobio je financijska sredstva iz programa Europske Unije za istraživanje i inovacije Obzor 2020. u skladu sa sporazumom o bespovratnoj pomoći br. 824433.

Projektom INSULAE nastoji se doprinijeti čistoj energiji na otocima putem novih energetskih infrastruktura. Novi povezani uređaji i sustavi omogućit će stvaranje i održavanje vlastite energetske održivosti povezivanjem lokalnog stanovništva u zajedničku energetsku zajednicu. Svaki pojedinac povezane energetske zajednice moći će putem transparentne razmjene informacija doprinijeti cjelovitoj energetskoj situaciji na otoku.

Potpisnik ove Privole vlasnik je kućanstva na otoku Unije.

Procesne aktivnosti

U skladu s gore navedenom svrhom Projekta INSULAE, osobni podaci potpisnika ove Privole biti će obrađivani od strane ETK te u pojedinim slučajevima[1] podijeljeni s drugim vlasnicima kućanstva na otoku Unije koji su potpisali ovakvu Privolu.

Kategorije osobnih podataka

Kategorije osobnih podataka koji će se obrađivati u svrhu Projekta INSULAE odnose se na:

a) ime i prezime;
b) adresa kućanstva na otoku Unije;
c) broj telefona;
d) e-mail adresa;
e) stanje mjernih senzora instaliranih u kućanstvu u sklopu Projekta INSULAE

Anonimizirani podaci

ETK će anonimizirane podatke, između ostalog, nastale obradom osobnih podataka, u statističke i istraživačke svrhe dostavljati sljedećim partnerima na Projektu INSULAE:

- Fakultet strojarstva i brodogradnje, Sveučilište u Zagrebu;
- REA Kvarner, Regionalna energetska agencija Primorsko-goranske županije;
- Vodoopskrba i odvodnja Cres Lošinj d.o.o.; te
- CIRCE, Research Centre for Energy Resources and Consumption, Španjolska.

Povlačenje privole

U svakom trenutku davatelj ove privole ima pravo u cijelosti ili djelomično povući ovu privolu. Povlačenje privole ne utječe na zakonitost obrade na temelju privole prije njezina povlačenja. Povlačenje privole može se obaviti jednostavnim davanjem izjave o povlačenju neposredno ETK

[1] Npr. u slučaju prekida sustava opskrbe vodom i/ili struje, aktivnim angažmanom i međusobnom transparentnom kolaboracijom potrošača uz mogućnost dijeljenja vlastitih energetskih resursa moguće je optimizirati i uravnotežiti potrošnju vode i/ili struje. Tako optimizirana potrošnja osigurat će dulju izdržljivost otoka u izvanrednim situacijama nedostatka energenata.

1

Službeniku za zaštitu osobnih podatka ili dostavom takve izjave na adresu elektronske pošte: sluzbenik.za.zastitu.osobnih.podataka@ericsson.com.

Zajamčena prava

U odnosu na gore opisanu obradu osobnih podataka, davatelj ove privole ujedno ima sljedeća prava: pravo na pristup osobnim podacima, pravo na prigovor ETK-u, pravo na ispravak, pravo na brisanje („pravo na zaborav"), pravo na ograničenje obrade, pravo na prenosivost podataka, te pravo na podnošenje prigovora Agenciji za zaštitu osobnih podataka.

Ostale relevantne informacije

Gore opisana obrada osobnih podataka ne uključuje automatiziranu obradu osobnih podataka.

Osobni podaci neće biti iznošeni izvan Europske Unije.

Osobni podaci bit će pohranjeni kod ETK dok traje Projekt INSULAE ili dok se Privola ne povuče, koji god od tih događaja nastupi ranije.

Izjava o davanju privole za obradu osobnih podataka

Imajući u vidu sve gore navedeno, dobrovoljno i bez ikakvih primjedbi, dajem ovu Privolu radi obrade mojih osobnih podataka u svrhu Projekta INSULAE.

Potpis:

_____ Unije, dana_____

Ime i prezime

2

TEMPLATE for user engagement surveys

INSULAE project – Grant Agreement nº 824433

Consent declaration

Name and surname:

Organisation:

Position:

Contact data:

The purpose of the research is related to the objectives of the project "INSULAE – Maximizing the impact of innovative energy approaches in the EU islands".

This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 824433.

Personal data will be treated in accordance to the EU Directive 95/46/EC. Data exchange between the project partners via project intranet or encrypted document. Data will be stored in the project intranet during the project lifetime. The information will be used only for the project purposes.

I consent the treatment of my personal data according to the procedures indicated previously, and I confirm that my participation is voluntary. In particular (circle the chosen option):

1. *The survey content can be studied by the researchers for researcher purposes*

   Yes *No*

2. *A summary of the survey and excerpts of the interview can be quoted by name in scientific publications, during workshops, meetings and on the project's website.*

   Yes *No*

3. *A summary of the survey and excerpts of the interview can be quoted in anonymous manner in scientific publications, during workshops, meetings or conferences and on the project's website.*

   Yes *No*

4. *My personal data can be used for sending me communications or other information related to the project*

   Yes *No*

Please add any additional request you might have concerning data treatment:

Date:

Participant signature:

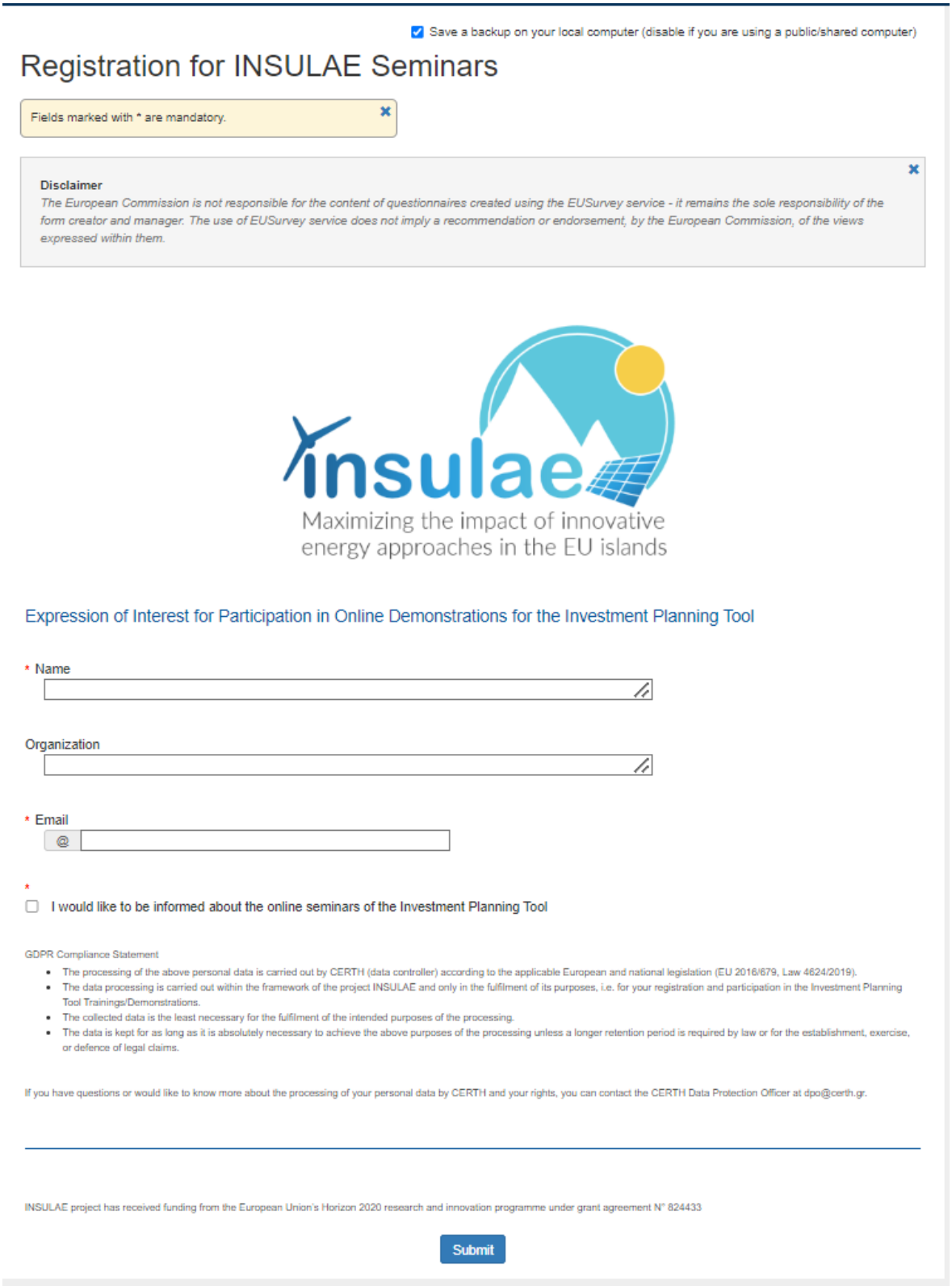
Date:

Researcher name and signature:

For IPT demonstrations outside INSULAE

Registration at the following web address: *https://ec.europa.eu/eusurvey/runner/insulaeIPT*

Screenshot below.



Save a backup on your local computer (disable if you are using a public/shared computer)

Registration for INSULAE Seminars

Fields marked with * are mandatory.

Disclaimer

The European Commission is not responsible for the content of questionnaires created using the EUSurvey service - it remains the sole responsibility of the form creator and manager. The use of EUSurvey service does not imply a recommendation or endorsement, by the European Commission, of the views expressed within them.

insulae

Maximizing the impact of innovative energy approaches in the EU islands

Expression of Interest for Participation in Online Demonstrations for the Investment Planning Tool

* Name

Organization

* Email

@

*

I would like to be informed about the online seminars of the Investment Planning Tool

GDPR Compliance Statement

- The processing of the above personal data is carried out by CERTH (data controller) according to the applicable European and national legislation (EU 2016/679, Law 4624/2019).
- The data processing is carried out within the framework of the project INSULAE and only in the fulfilment of its purposes, i.e. for your registration and participation in the Investment Planning Tool Trainings/Demonstrations.
- The collected data is the least necessary for the fulfilment of the intended purposes of the processing.
- The data is kept for as long as it is absolutely necessary to achieve the above purposes of the processing unless a longer retention period is required by law or for the establishment, exercise, or defence of legal claims.

If you have questions or would like to know more about the processing of your personal data by CERTH and your rights, you can contact the CERTH Data Protection Officer at dpo@certh.gr.

INSULAE project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement N° 824433

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