Practical Policies Working Group
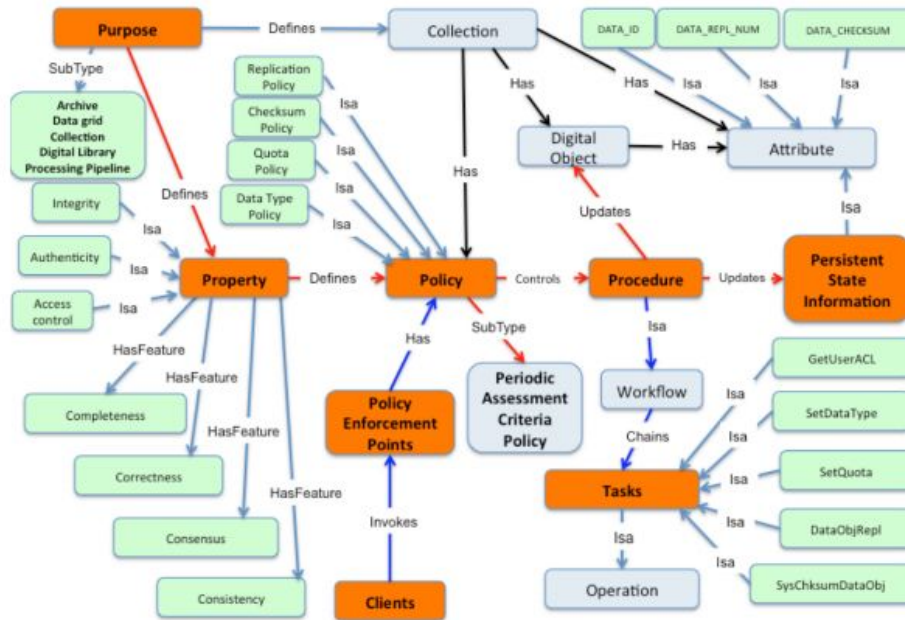
Research Data Alliance

Goals

- ☐Collection of policies in the RDA Wiki
- ☐Categorization of policies
- ☐Survey of the 11 most popular policy sets in institutions
- ☐Description of policy templates for these 11 policy sets
- ☐English Language Descriptions and implementation examples for selected policies

Defining Policies

Policy-based Data Management Concept Graph

- Policies control the execution of data management policies

- Policies aim to maintain certain data collection properties (authenticity, chain of custody, etc.)

- Policies can be organized into an administrative workflow

- Policies should be automatically triggered

11 Policy Areas

- ☐Contextual metadata extraction
- ☐Data access control
- ☐Data backup
- ☐Data format control
- ☐Data retention
- ☐

- Disposition
- ☐Integrity (including replication)
- ☐Notification
- ☐Restricted searching
- ☐Storage cost reports
- ☐Use agreements

PECE Data Management Plan

Notification Message	Type	Addressee
System update	email	admin
Successful/failed backup	email	admin
User Accounts creation	email	researcher, collaborator
Account awaiting approval	email	researcher, collaborator
Blocking account	email	researcher, collaborator
Activating account	email	researcher, collaborator
Cancelling account	email	researcher, collaborator
Deleting account	email	researcher, collaborator
Break-in attempt	email	admin
Password recovery	email	researcher, collaborator

Permissions *
- ○ Private
- ○ Restricted
- ◉ Open

Expiration date

Time date to consider the node expired. Format: *2016-07-12 (YYYY-MM-DD)*.

- **Text**: Hypertext Markup Language, Open Document Format, JavaScript Object Notation, Extensible Markup Language, JavaScript Object Notation for Linked Data, Resource Descripti Framework (UTF-8 encoded); HTML, XML, JSON, JSON-LD, RDF, ODT, ODF(ODS, ODP), TXT ASC, PUB
- **Audio**: OGG Vorbis, Opus, Advanced Audio Coding (Low Complexity), MPEG-1 Part 3, Micros WAVE Format 1; OGG, OGA, MP4, M4A, MP3, AAC, WAV
- **Video**: Theora, VP8, VP9, MPEG-4 Part 10 AVC (H.264); OGG, OGV, WEBM, MPEG4
- **Image**: Joint Photographic Experts Group, Graphics Interchange Format, Portable Network Graphics, Scalable Vector Graphics; JPG, JPEG, GIF, SVG, PNG
- **PDF document**: Portable Document Format

Outputs and Implementations

https://b2share.eudat.eu/record/246/files/PracticalPolicy.OutcomesPolicyTemplate.pdf

https://b2share.eudat.eu/record/246/files/PracticalPolicy-Implementations.pdf