

# RDM checklist

## Start with...

### RESEARCH DATA MANAGEMENT

- ☐ Read your institute's RDM policy
- ☐ Write a Data Management Plan

### ETHICS

Contact the ethics committee for

- ☐ ethical approval (if required)
- ☐ Informed consent templates

### PRIVACY

- ☐ Do a pre-DPIA (Data Protection Impact Assessment) when working with personal data

## Continue with...

- ☐ Store research data in a facility that is adequate in terms of availability, integrity and confidentiality

## End with...

Archive and/or publish your research data:

- ☐ In a trustworthy repository
- ☐ With clear documentation and metadata
- ☐ As open as possible, as closed as necessary
- ☐ Findable and Accessible (FAIR)
- ☐ For at least 10 years
- ☐ As pseudonymised or anonymised as possible
- ☐ With an access level and licence or Data Use Agreement that suit the level of sensitivity of the data