

## SSHOC and the CoreTrustSeal certification of repositories



### Outline

- 🔗 Why is certification important?
- 🔗 What is CoreTrustSeal?
- 🔗 How can a repository receive the CoreTrustSeal certification?
- 🔗 How can SSHOC assist in the process to certify a repository?

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### <Welcome>

This short webinar explains the relevance of the CoreTrustSeal certification of trustworthy data repositories. The webinar is aimed at staff of data repositories and is organised by the SSHOC project. SSHOC works at the development of an integrated, cloud-based network of interconnected research infrastructures.

This presentation consists of four parts.

First, the relevance of the certification of repositories is explained.

Next, the certification requirements that make up the CoreTrustSeal are covered.

The third part of this webinar describes the process of applying for CoreTrustSeal certification.

The last part of this webinar elaborates on the specific assistance that the SSHOC project can provide for repositories that manage social science, humanities and cultural heritage data and that would like to acquire the CoreTrustSeal.

## Why is certification important?

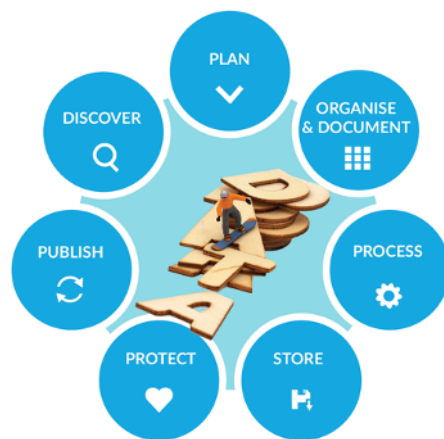


Image: <https://www.cessda.eu/Training/Training-Resources/Library/Data-Management-Expert-Guide>

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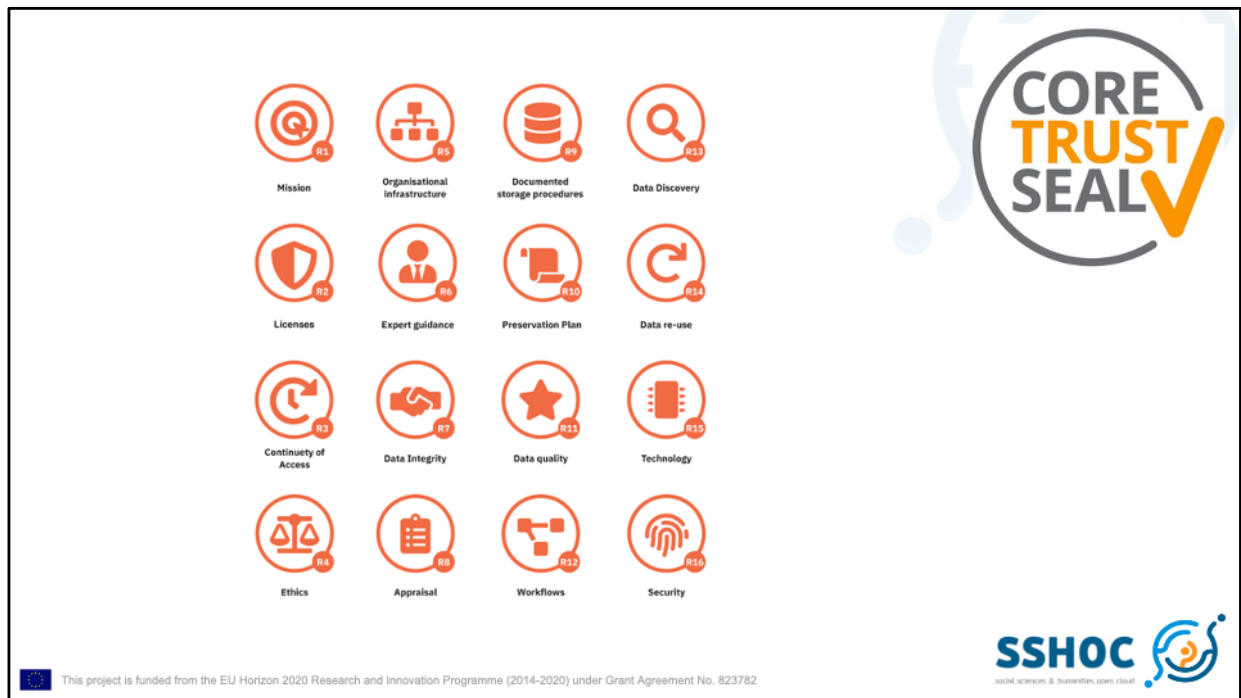


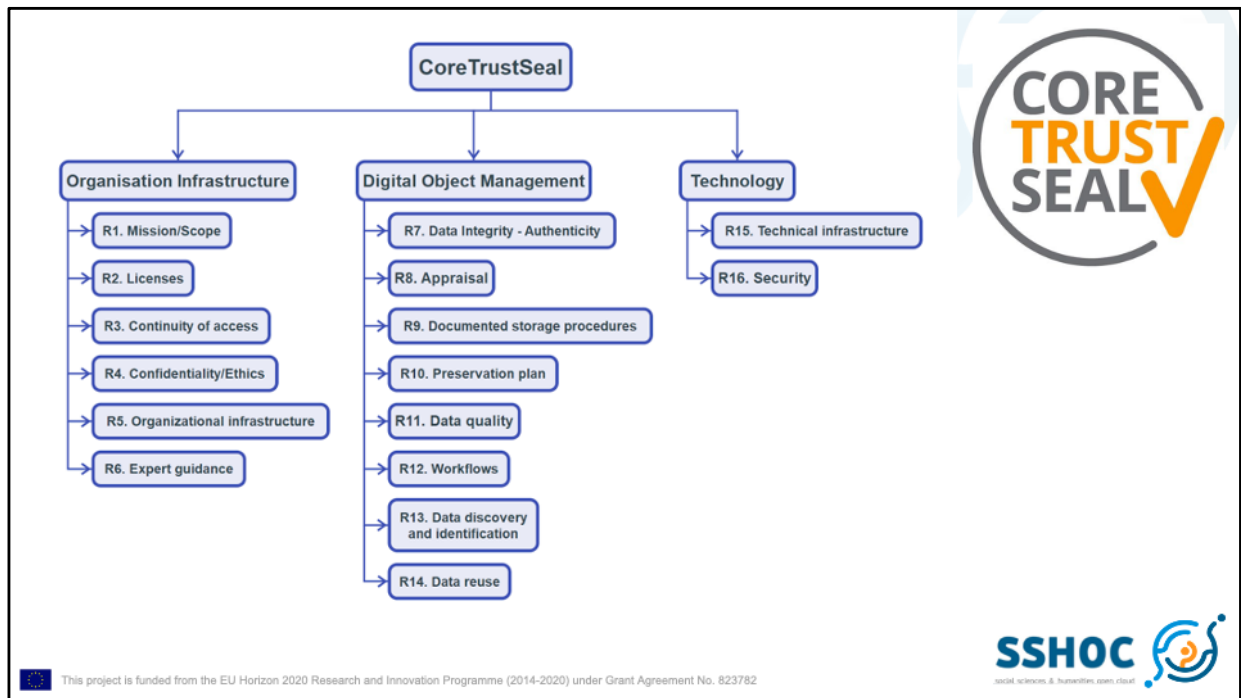
Data created and used by scientists should be managed, curated, and archived in such a way to preserve the initial investment in collecting them. Researchers must be certain that data held in archives remain useful and meaningful into the future. Funding authorities increasingly require continued access to data produced by the projects they fund, and have made this an important element in Data Management Plans. Sustainability of repositories raises a number of challenging issues in different areas: organizational, technical, financial, legal, etc.



Certification can be an important contribution to ensuring the reliability and durability of data repositories and hence the potential for sharing data over a long period of time. The certification process also provides a valuable opportunity to enhance processes and activities.

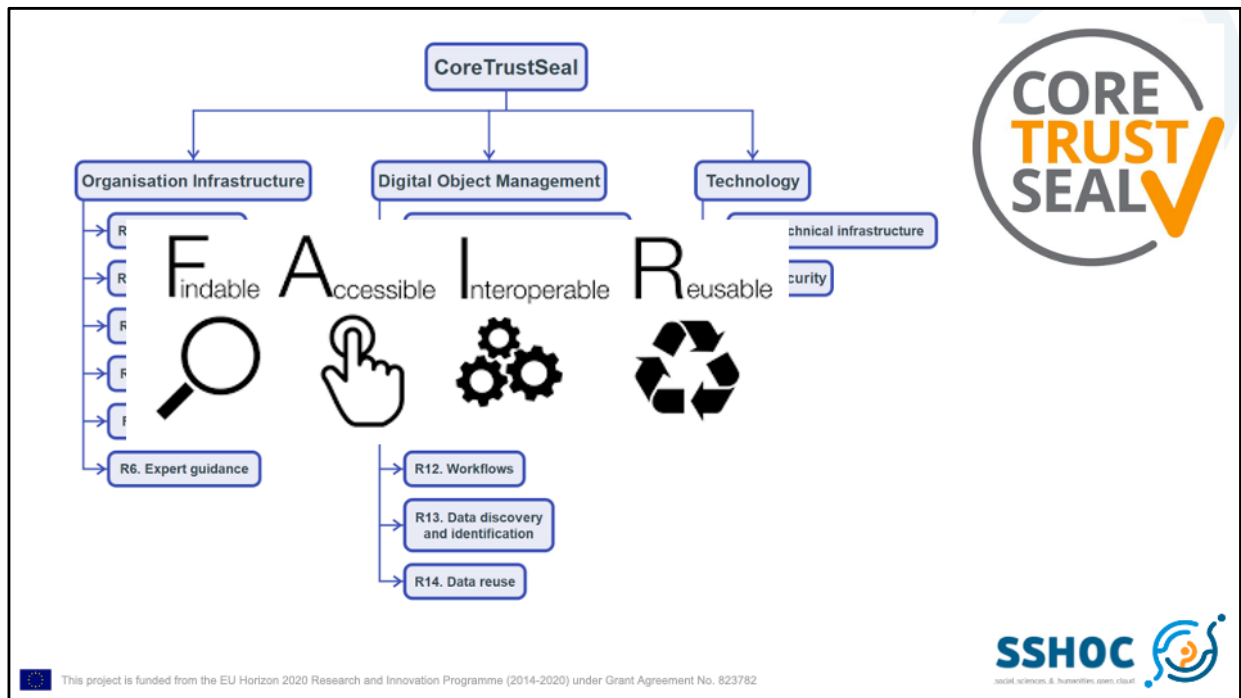
By becoming certified, repositories can demonstrate to both their service users and their funders that an independent authority has evaluated them and endorsed their trustworthiness.





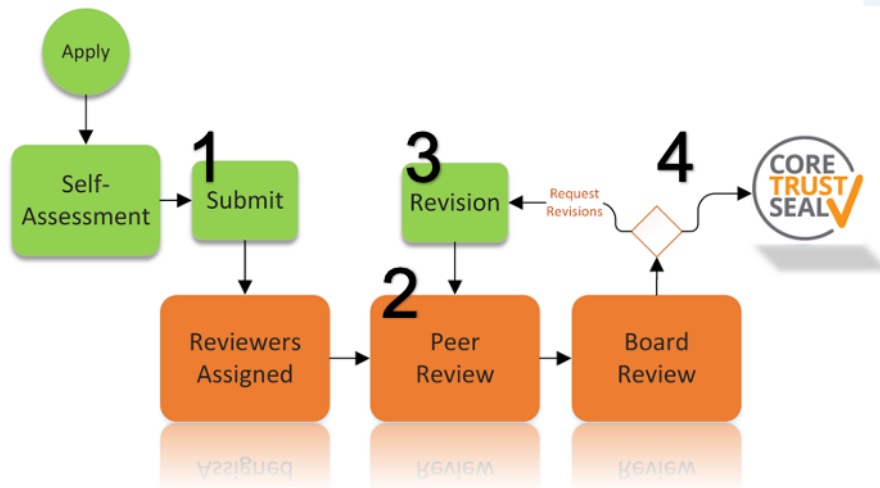
The requirements in the first category concern the organisational infrastructure of the repository and contain issues such as the funding, mission and continuity plan. The second category covers how the repository manages digital objects. For instance the way the integrity and authenticity of the digital objects is organised and how the digital objects are documented. The third category of requirements deals with technology issues such as software and systems used and data security.

The CoreTrustSeal goal to ensure that data objects are archived in a sustainable way is underpinned by a number of fundamental concepts. These criteria are that information about the data can be found on the internet, that the data are accessible - taking into account relevant legislation with regard to personal information and intellectual property -, that the data are available in a usable format and preserved for the long term, that the data are reliable and that the data can be referred to by means of identifiers.



These criteria have a strong connection to the FAIR Guiding Principles for scientific data management and stewardship that aim to make data Findable, Accessible, Interoperable, and Re-usable.

## How can a repository receive the CoreTrustSeal certification?



















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To obtain CoreTrustSeal certification, your repository will need to meet the 16 requirements that describe the characteristics of a Trustworthy Digital Repository. Obtaining CoreTrustSeal certification consists of four stages: submission of an application, review of the requirements, revision of the application and approval of the certification by the Board.

After submitting the self-assessment in an online tool, the application is peer reviewed by two reviewers whose conclusions are then approved by the CoreTrustSeal board. The review process begins upon receipt of an administrative fee of 1.000 Euro. After feedback and revision the CoreTrustSeal Board grants the repository a CoreTrustSeal if the repository meets the criteria. The seal is valid for three years. Successful applications are published online. Currently more than 80 repositories have been certified worldwide.

### 16 CoreTrustSeal requirements

 Mission	 Organisational Infrastructure	 Documented storage procedures	 Data Discovery
 Licenses	 Expert guidance	 Preservation Plan	 Data re-use
 Continuity of Access	 Data Integrity	 Data quality	 Technology
 Ethics	 Appraisal	 Workflows	 Security

Compliance level for each requirement


0 – Not applicable

1 – The repository has not considered this yet


2 – The repository has a theoretical concept

3 – The repository is in the implementation phase

4 – The guideline has been fully implemented in the repository



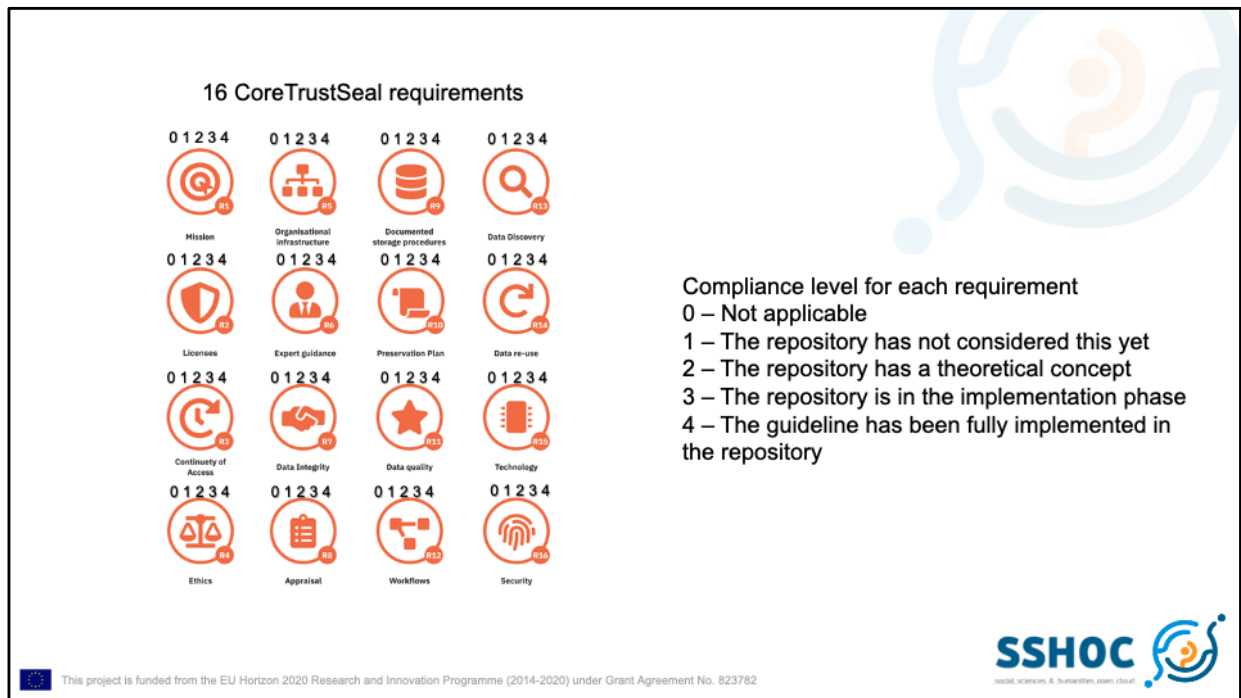
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For each of the 16 requirements the applicant has to indicate a compliance level ranging from “not applicable” to “the requirement has been fully implemented in the repository”.





In the review process the applicants are judged against the statements they make on their repository supported by appropriate evidence.

### 16 CoreTrustSeal requirements

0 1 2 3 4	0 1 2 3 4	0 1 2 3 4	0 1 2 3 4
Mission	Organizational infrastructure	Documented storage procedures	Data Discovery
0 1 2 3 4	0 1 2 3 4	0 1 2 3 4	0 1 2 3 4
Licences	Expert guidance	Preservation Plan	Data re-use
0 1 2 3 4	0 1 2 3 4	0 1 2 3 4	0 1 2 3 4
Continuity of Access	Data Integrity	Data quality	Technology
0 1 2 3 4	0 1 2 3 4	0 1 2 3 4	0 1 2 3 4
Ethics	Appraisal	Workflows	Security

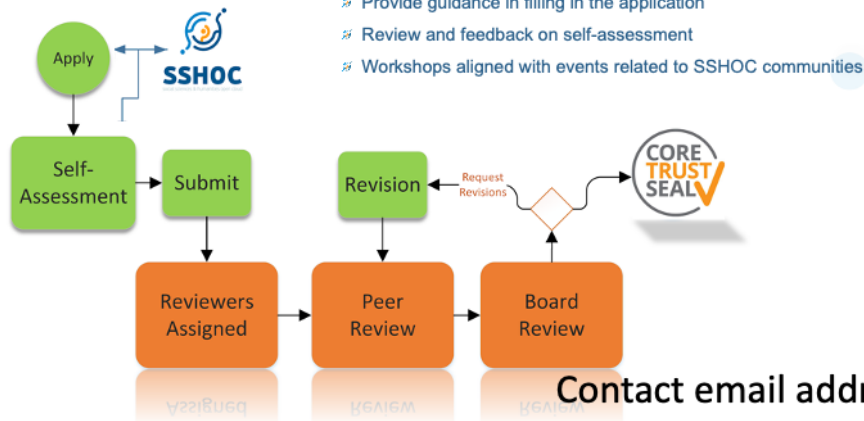
Image: <https://pixabay.com/illustrations/team-fellowship-collaboration-3999721/>

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The collection of the information related to the certification is a team effort and works best if everyone within the repository is on board. It's a great team building exercise.

## How can SSHOC assist in the process to certify a repository?



Contact email address:

[rep-certification@sshopencloud.eu](mailto:rep-certification@sshopencloud.eu)



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The SSHOC project can help a repository to acquire the CoreTrustSeal in a number of ways. In the first place to assist the repository in the certification process by explaining the procedure to acquire the CoreTrustSeal, to provide guidance in filling in the application, and in some cases, review and feedback on repository's self-assessment before they submit their application to CoreTrustSeal. We also plan to organise Trust Workshops aligned with events related to SSHOC communities so please stay tuned!

The email address “[rep-certification@sshopencloud.eu](mailto:rep-certification@sshopencloud.eu)” can be used to contact the people in the SSHOC project that can help you with any assistance in relation to the CoreTrustSeal.

Thank you very much for your attention. In this webinar we have explained the relevance of certification of repositories and the role and function of the CoreTrustSeal repository certification initiative. The SSHOC project can assist repositories in heritage science, humanities and social sciences to acquire the CoreTrustSeal.

Thank you



This presentation is part of a webinar organised by the SSHOC project on April 23, 2020

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