

Deliverable 7.2

Data Management Plan

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Data Management Plan



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Executive Summary

FoSSNet Data Management Plan provides an overview of main aspects of the data creation, re-use and management during and after project lifetime in accordance with GDPR regulations, FAIR principles and ethical, legal and social aspects (ELSA).

FoSSNet aims to build an inclusive inter- and transdisciplinary network for food systems science, develop a shared conceptual framework and research agenda, and co-create tools, curricula and science-policy interfaces that support sustainable food system transformations. To achieve these aims, the project generates and re-uses a broad range of data: conceptual and mapping work based on existing literature, policy and network information; empirical data from surveys, interviews, territorial labs and workshops; mapping and informatics-based analyses of research agendas and food systems education; and communication and dissemination information such as web analytics, event participation and stakeholder engagement records. Where these activities involve personal data, processing is minimised and supported by appropriate legal bases and safeguards such as pseudonymisation, data minimisation and restricted access.

The DMP sets out how these data and outputs will be made FAIR and managed. For findability and accessibility, it foresees the use of persistent identifiers, rich metadata and deposition of shareable data and code in trusted repositories (for example Zenodo and institutional repositories), with open metadata even where data cannot be shared. Openness is supported by systematic use of open licences (primarily CC BY for data and publications, and CC0 or equivalent for metadata). For interoperability and re-usability, partners will use community standards and vocabularies where possible and provide sufficient documentation (methods, codebooks, software requirements and provenance) to enable validation and re-use. The DMP is aligned with the FoSSNet Project Handbook and the Dissemination, Exploitation and Communication Plan, and will be reviewed at least annually, and whenever major new datasets or tools are produced, so that the description of datasets, repositories, standards, responsibilities and safeguards remains accurate and up to date.

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Revision history

Issue Date	Revision Number	Reviewer	Modifications
10/06/2024	V1	All partners	List of repositories, precision of data generation, reuse and sharing in each WP, text adjustments
19/03/2026	V2	RUC, All partners	Major DMP revision reflecting project progress: updated WP-specific datasets and outputs; added abbreviations, provenance and appendix material; clarified FAIR standards, repositories, licensing and re-use; strengthened security, retention, access-control and GDPR/ethics procedures; aligned with current FoSSNet deliverables; text and structure revised.

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Abbreviation	Content
AGROVOC	AGROVOC Multilingual Thesaurus (FAO controlled vocabulary for agriculture/food).
APC(s)	Article Processing Charge(s).
BY-NC-SA	Creative Commons licence elements: Attribution–NonCommercial–ShareAlike.
CC	Creative Commons.
CC BY	Creative Commons Attribution licence.
CC BY 4.0	Creative Commons Attribution 4.0 International licence.
CC BY-NC-SA	Creative Commons Attribution–NonCommercial–ShareAlike licence.
CC0	Creative Commons Zero (public domain dedication).
CESSDA	Consortium of European Social Science Data Archives.
DCAT-AP	Data Catalog Vocabulary Application Profile (EU profile for describing datasets in data portals).
DDI	Data Documentation Initiative (metadata standard for social, behavioural and economic sciences).
DEC	Dissemination, Exploitation and Communication.
DNSH	Do No Significant Harm.
DoA	Description of Action.
DOI(s)	Digital Object Identifier(s).
DOI/URL	Digital Object Identifier / Uniform Resource Locator.
DPO(s)	Data Protection Officer(s).
ELSA	Ethical, Legal and Social Aspects.
ESRI	Environmental Systems Research Institute (provider of GIS software; often referenced in ESRI Shapefile).
FAIR	Findable, Accessible, Interoperable, Reusable (FAIR principles).
FAO	Food and Agriculture Organization of the United Nations.
FOKIS	Food Knowledge and Innovation System.
FOOD2030	FOOD 2030 (EU research & innovation policy initiative).
FoSSNet	Pan-European Food Systems Science Network (project acronym).
FSS	Food Systems Science / Food Systems Sciences.
GDPR	General Data Protection Regulation (EU Regulation 2016/679).
GB	Gigabyte.
GO FAIR	GO FAIR initiative (supporting FAIR implementation).

HE	Higher Education.
HE FS	Higher Education Food Systems.
HEIs	Higher Education Institution(s).
I3	FAIR Interoperability principle I3 (qualified references to other data/metadata).
ID(s)	Identifier(s).
K&I	Knowledge and Innovation.
KPI(s)	Key Performance Indicator(s).
M30	Month 30 of the project (project month).
M46	Month 46 of the project (project month).
MB	Megabyte.
MFA	Multi-Factor Authentication.
MIT	MIT License (open-source software licence).
OA	Open Access.
OpenAIRE	Open Access Infrastructure for Research in Europe.
PRISMA	Preferred Reporting Items for Systematic Reviews and Meta-Analyses.
SCCs	Standard Contractual Clauses.
SFTP	SSH File Transfer Protocol (Secure File Transfer Protocol).
SNA	Social Network Analysis.
SO(s)	Specific Objective(s).
SOP(s)	Standard Operating Procedure(s).
SPSS	Statistical Package for the Social Sciences (IBM SPSS Statistics).
SRIA	Strategic Research and Innovation Agenda.
URI(s)	Uniform Resource Identifier(s).
URL	Uniform Resource Locator.
WP(s)	Work Package(s).

Project Abstract

The vision of FoSSNet is a strengthened and deepened academic network to support a new Knowledge and Innovation governance structure for Europe's food system. A new structure is needed as the current Knowledge and Innovation system in the European Research Area is insufficient to address the emerging challenges of nourishing the European food system in a healthy, sustainable and fair way. The aim of FoSSNet is twofold, on one hand to establish a permanent pan- European network for Food System Science and on the other hand to advance inter- and transdisciplinary Food System Science and education. This will contribute directly to the farm to fork objectives and FOOD2030 priorities. Developing the network and advancing Food Systems Science and education will be underpinned by an inclusive approach to ensure engagement of all relevant disciplines, researchers and non-academic actors in advancing Food System Science. In order to reach the vision and aim, FoSSNet will 1) develop a conceptual framework and a process for developing food system transformation pathways to create a common language and understanding among food system thinkers, 2) establish, mobilise and consolidate an inclusive inter- and transdisciplinary pan-European academic network for food systems science to bring European food systems scientists and the science institutions together, 3) enhance inclusivity of the Knowledge and Innovation system for a sustainability transformation of EU food systems by addressing sensitivities to power relations and inequities that pervade food systems and contested transformation processes, 4) co-produce research for sustainable food system transformation to remove existing barriers to interdisciplinarity in food system science, 5) build food systems capability through an academy and curricula to ensure the impact of future food system thinkers and 6) create scientific, economic and societal impact by ensuring sustainability of the network.

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1 Data Summary

1.1 Re-use of Existing Data

FoSSNet re-uses already existing data from open databases and from publicly available online sources. This includes, among others, policy and strategy documents (e.g. FOOD2030, SRIA and national research agendas), scientific and grey literature on food systems, as well as selected content from social media platforms such as YouTube and X (tweets) that are associated with food systems education, food system governance and public debate on food system transformation.

Re-use of existing data will always comply with applicable legal and ethical requirements, including copyright, terms of use of the respective platforms, and data protection rules. Only information that is **lawfully accessible** and **necessary for the project objectives** will be collected and processed. Where needed, content will be used in **aggregated or non-identifiable form**, and no profiling of individual users will be performed.

The key reasons for data re-use are as follows:

1. Contribute to answering research questions in the different work packages, in particular in WP1 (conceptual framework), WP3 (inclusivity methods/toolkit and roadmaps) and WP4 (territorial labs; research agenda and roadmap);
2. Avoid unnecessary re-collection of already existing data and reduce respondent burden;
3. Build on, and synthesise, existing knowledge and evidence on food systems transformation;
4. Allow a comprehensive retrospective view on policy, research and education trends related to food systems;
5. Analyse patterns and trends in online communication and public debate relevant for food systems science and governance;
6. Support the development and refinement of conceptual frameworks, typologies and visualisation tools for food system science and transformation.

1.2 Types and Formats

FoSSNet generates and re-uses a variety of qualitative and quantitative data. The main **data types** include:

- **Document-based data:** policy and strategy documents, scientific and grey literature, project reports and research agendas (e.g. the material underpinning Deliverables D1.1 and D4.1);

- **Survey and questionnaire data:** responses from researchers, educators, students and other stakeholders on food systems research activities and needs, educational provision and network activities;
- **Qualitative data:** notes, transcripts and summaries from interviews, workshops, territorial labs and summer schools (including participatory mapping exercises and group discussions);
- **Education-related data:** structured information on higher education food system curricula and courses (e.g. programme title, institution, level, learning outcomes) as compiled in D5.2;
- **Network and interaction data:** social network analysis data, participation records in FoSSNet activities, and engagement metrics for knowledge hubs and online platforms;
- **Communication and dissemination data:** statistics on website use (Matomo analytics), newsletter subscriptions, event registrations and feedback forms (as described in D6.1 and D6.3);
- **Other digital outputs:** models, visualisations, diagrams, and templates developed across the work packages.

The **main formats** used are open or widely adopted standards to facilitate interoperability and long-term access. These include:

- **Tabular and statistical formats:** CSV, TXT, XLSX, and where appropriate formats for statistical software (e.g. R, Stata, SPSS);
- **Text formats:** DOCX, PDF/A, TXT, RTF for reports, protocols, interview guides and workshop documentation;
- **Qualitative data formats:** if used, formats such as NVivo or Atlas.ti project files, always accompanied by exports in open text/tabular formats where possible;
- **Geospatial formats** (for territorial labs and mapping exercises): ESRI Shapefile, GeoJSON or similar, accompanied by appropriate projection and metadata information;
- **Image and audiovisual formats:** JPEG, PNG, MP4 for documentation and communication material;
- **Code and scripts:** R scripts, Python scripts or similar, stored as plain text.

Where proprietary formats are unavoidable (e.g. specific software project files), FoSSNet will, as far as possible, provide **exports in open formats** and clearly document any software dependencies.

1.2.1 Table: Data Types/Formats

This table provides an overview on data types and formats that will be generated or re-used in FoSSNet.

Data type	Data format
Image (I)	Joint photographic experts group (JPEG or JPG), Graphics interchange format (GIF), Scalable vector graphics (SVG), Portable networks graphic (PNG), Tagged image file format (TIFF or TIF)
Video (V)	Moving picture experts group layer four (MP4), Audio video interleave (AVI), QuickTime Movie file (MOV)
Audio (A)	MPEG 4 audio (M4A), MPEG layer audio 3 (MP3), wma
Presentation (P)	PowerPoint presentation (PPT or PPTX), Open document presentation (ODP), Apple Keynote file (KEY)
Document (D)	Portable document format (PDF), Word document (DOC and DOCX), Hypertext markup language (HTML and HTM), Microsoft excel spreadsheet file (XLS and XLSX), Text file (TXT)
Other (O)	.csv (R), .shapefile (QGis), statistical datasets formats, ESRI shapefile, feature layer, web maps, non-digital documents, data on collaborative platforms (e.g., Miro)

1.3 Purpose of Data Generation and Re-use

The purpose of data generation and re-use is to answer research questions linked to FoSSNet's specific objectives (SO). For this purpose, data is collected, analysed and generated in individual WPs, connected to the SOs. Data generation and re-use will serve the FoSSNet as described in table 1.3.1.

1.3.1 Table: SOs and Data Generation / Reuse

#	Specific Objective (SO)	Data generation and re-use (DATA SOx)
1	Develop a conceptual framework and a process for developing food system transformation pathways.	Re-used and newly generated data (e.g. existing frameworks, policy documents, empirical studies and workshop inputs) are used to develop and refine the FoSSNet Food System Conceptual Framework and related visualisation tools, as reported in D1.1 Food System Conceptual Framework (with links to D1.2 and D1.3). This includes both quantitative data (e.g. basic indicators on the European food system) and qualitative data (e.g. stakeholder inputs in workshops).
2	Establish, mobilise and consolidate an inclusive inter- and transdisciplinary pan-	Data is primarily generated (no/limited reuse) to map existing Food Systems Sciences (FSS) researchers and networks, as well as to collect inputs to selected research topics.

	European academic network for food systems science.	Data will consist of qualitative data (interviews, workshops, knowledge hubs) and quantitative data (social network analysis survey data, hackathons, knowledge hubs). Network-mapping data (survey data, membership lists, interaction logs, knowledge-hub usage data) are generated to support D2.1 Social Network Analysis Report, D2.2 Knowledge Hub Process Report and D2.3 Value Proposition and Legacy of FoSSNet.
3	Enhance inclusivity of the Knowledge and Innovation system for a sustainability transformation of EU food systems.	Qualitative and mixed-method data (interviews, workshops, case studies, reflexive monitoring, toolkit piloting feedback) are generated and re-used to analyse exclusion mechanisms and co-design inclusive methods and tools, feeding into D3.1 Analysis of Exclusion Mechanisms, D3.2 Concept for a Toolkit, D3.3 Toolkit for Transdisciplinary Research and D3.4 Roadmaps for an Inclusive FSS K&I System.
4	Co-produce research for sustainable food system transformation.	Data is generated and re-used to: a) Map research needs and knowledge gaps at global, European, national and local levels in order to define food systems science (FSS) research agendas. For this purpose, FoSSNet will compile a structured database of food system research agenda exercises, based on systematic online searches and inputs from FoSSNet members and relevant networks. b) Develop and refine participatory research methodologies for food system science, drawing on both secondary data (e.g. existing studies and policy documents) and primary data generated through interviews, territorial labs, workshops and other co-creation activities with stakeholders. c) Explore an integrative understanding of the “true cost of food” from an interdisciplinary FSS perspective. This involves developing an analytical framework and populating it with quantitative and qualitative data (e.g. expert elicitation, life-cycle assessments, economic and social indicators, foresight and scenario exercises), and iteratively refining the framework in dialogue with actors and stakeholders from relevant projects and initiatives. d) Support policy and decision-making through policy briefs on FSS policy interfaces directed at local, national and international policymakers and institutions. These briefs will synthesise and translate findings and insights generated in WP4; they will not involve the collection of additional primary data beyond the text of the briefs themselves.
5	Build Food Systems Capability.	A European database of food systems education (web-scraped and manually collected programme data, survey data from educators and students, and learning activity outputs from FoSSNet's academy/school) is generated to support D5.2 Higher Education Food Systems Curricula and the development of next-generation FSS curricula (D5.3).
6	Create impact.	DATA SO6: Quantitative and qualitative communication and networking data (website analytics and download statistics, newsletter and social media metrics, event registration and attendance lists, feedback forms, minutes and qualitative records

	from dissemination and networking activities) are collected to implement and monitor the DEC strategy in D6.1 DEC Strategy and to document activities and reach in D6.3 1st Dissemination, Communication and Networking Activities (and subsequent D6.x deliverables). Specifically, the following data is (and is expected to be) collected: • Video recordings of meetings/testimonials, photographs of meetings, events and conferences for social media purposes to communicate and disseminate the project's activities and outputs; • Email addresses, Name, Nationality, Profession/Occupation, Organisation (when subscribing to the newsletter); • Users visiting the website and their activities (i.e., time spent on a page, downloads, etc.); • Email addresses, Name, Nationality, Profession/Occupation, Organisation, dietary requirements (when registering for events); • Attendance sheet from conferences and events for assessing the target audiences covered; • Feedback form to evaluate the appreciation and how to improve conferences organized under WP6; • Minutes of meetings, data collected in written format on paper, sticky notes, flipcharts (later typed into computer and digitalized) – applicable for project meetings, and for the conferences to support the development of the project's materials and activities.
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1.4 Data Handled in Work Packages

This section summarises, for each work package (WP), the main data that are or will be generated and/or re-used in FoSSNet, and how they will be treated for storage, protection and (where possible) open sharing.

1.4.1 WP1 – Food System Conceptual Framework and Mapping

WP1 has already generated review and mapping data for Deliverable D1.1 “Food System Conceptual Framework”. These include:

- a structured list of existing food systems conceptual frameworks, and
- coding sheets/matrices capturing core elements (drivers, activities/actors, outcomes, feedbacks) extracted from each framework.

These datasets are primarily non-personal and will be curated and, where appropriate, shared in anonymised/aggregated form via Zenodo, alongside the public deliverable and associated visualisation tools.

1.4.2 WP2 – Network Building and Knowledge Hub

WP2 will generate data to map and mobilise the pan-European Food Systems Science (FSS) network. This includes:

- Social Network Analysis (SNA) data (survey responses, node/edge lists) on FSS researchers, organisations and collaborations;
- Membership and usage data from the FoSSNet Knowledge Hub and related online platforms;
- Qualitative inputs from workshops, hackathons and stakeholder consultations.

Where SNA data contain personal data (e.g. names, gender, affiliations), network graphs and edge lists will be pseudonymised (e.g. node IDs replacing names). Pseudonymised SNA datasets and aggregated network metrics may be published as open data only when the risk of re-identification is judged to be sufficiently low; otherwise, access will be restricted. Non-personal usage statistics for the Knowledge Hub may be shared in aggregated form.

1.4.3 WP3 – Territorial Labs and Inclusive K&I Approaches

WP3 will generate qualitative and mixed-methods data from a broadened, purposive selection of territorial labs and related activities (not only traditional “case studies”).

Data will include:

- Workshop notes, transcripts and participatory mapping outputs from the three Territorial Labs and other sites;
- Interview and focus-group data with diverse stakeholders (e.g. local authorities, civil society, private sector, vulnerable groups);
- Reflexive monitoring notes and feedback on the co-design and piloting of inclusive tools (toolkit for transdisciplinary research, roadmaps, etc.).

These data will often contain personal data (and possibly sensitive information about vulnerability, socio-economic status or political/organisational positions). They will therefore be stored securely, pseudonymised where feasible, and only shared in anonymised/aggregated form (e.g. thematic codes, de-identified excerpts) consistent with consent and ethics approvals.

1.4.4 WP4 – Research Agenda, Roadmap and “True Cost of Food”

WP4 will generate qualitative and mixed-methods data from territorial and systemic lab.

Data will include:

- Workshop notes and outputs from the three territorial labs and the systemic lab
- Interviews and focus-group data with diverse stakeholders
- Feedback on the co-production of knowledge and methodologies

In particular, D4.1 combines three main families of data:

1.4.4A Table: 4.1 Data Tasks

A) Document Corpus and Coding Data	
	Systematic mapping of research agenda exercises and strategic documents (academic papers, policy documents, reports at global, EU, national and local levels), stored as bibliographic records and text corpora;
	Coding matrices linking agenda items to the FoSSNet Conceptual Framework and thematic categories. These are non-personal or easily anonymised and will be shared as open data (e.g. document lists, coding schemes, indicators) where copyright permits.
B) Survey and Stakeholder Consultation Data	
	Survey responses from researchers and stakeholders on research needs, gaps and priorities;
	Notes or transcripts from consultations and workshops. These will be pseudonymised and shared only in aggregated/anonymised form (e.g. summary tables, cross-tabulations, de-identified quotes).
C) Web-scraping and Informatics Data	
	Web-scraped metadata and text from project, policy and institutional websites, plus scripts/workflows used for scraping and analysis.
	Quantitative indicators and derived variables used in the informatics analysis. Raw scraped text containing personal data or copyright-protected material will not be shared openly. Instead, FoSSNet will publish cleaned, non-personal/aggregated datasets (e.g. presence/absence of topics, counts of agenda items) and, where feasible, the code and documentation needed to replicate the pipeline.

In addition, WP4 will develop and populate an analytical framework to explore the “true cost of food”, combining quantitative and qualitative inputs (expert elicitation, life-cycle assessments, indicators, scenario exercises). These framework tables and parameter sets will be shared as open or restricted datasets depending on third-party rights and confidentiality constraints.

1.4.5 WP5 – Higher Education Food Systems Curricula

WP5 has compiled a Higher Education Food Systems (HE FS) curricula database for D5.2, combining qualitative text analysis with informatics-based web-scraping and a

survey of educators. The core dataset is a structured spreadsheet with one row per study programme or course and variables such as:

- Country, institution, degree level and discipline;
- Programme/course title, focus within food systems science, learning outcomes;
- Teaching methods, assessment types and online availability.

The dataset consists almost entirely of programme-level metadata and does not contain student-level or staff-level personal data. It is therefore a strong candidate for publication as an open dataset (via Zenodo) under an appropriate open license, together with documentation of the mixed-methods mapping and informatics procedures.

1.4.6 WP6 – Dissemination, Exploitation and Communication (DEC)

WP6 manages several distinct types of DEC-related data as described in D6.1 (DEC Plan) and D6.3 (1st Dissemination, Communication and Networking Activities):

- **DEC tracker and event calendar:** internal SharePoint-based reporting forms, trackers and event lists used to monitor communication, dissemination and networking activities and Key Performance Indicators (KPIs). These are primarily project-management and monitoring data and may be shared externally in aggregated, anonymised form (e.g. summary tables in public reports).
- **Mailing lists, press contacts and stakeholder lists:** contact details of journalists, media outlets, project partners' press offices and other stakeholders. These are personal data and will be stored securely; raw data will not be shared or deposited as open data.
- **Website and social media analytics (including Matomo statistics):** metrics such as page views, countries reached, impressions, downloads and newsletter statistics. These data may contain or be linkable to personal data (e.g. IP addresses, cookies), even when using cookieless analytics. Only anonymised and aggregated indicators will be published (e.g. total visits per month, country counts).
- **Event registrations, feedback forms and attendance lists** will likewise be treated as personal data, used only for internal monitoring and reporting and disclosed externally only in anonymised/aggregated form.

1.4.7 WP7 – Management, Quality, Gender and Ethics

WP7 generates internal management and ethics-related data, as outlined in the Project Handbook (D7.1) and associated tasks. These include:

- Governance and coordination data (e.g. Executive Board minutes, action logs, risk registers, deliverable tracking);
- Quality assurance and review records;
- Ethics self-assessments, screening forms and (where applicable) copies of approvals from ethics committees or data protection authorities.

These data often contain personal and potentially sensitive information (e.g. names, roles, signatures, contact details). They will be stored in secure, access-restricted project spaces and will not be deposited as open data. Only fully anonymised/aggregated information (e.g. high-level descriptions of governance and ethics processes) will be made public via deliverables and project reports.

1.5 Size of Data

The current total volume is approximately 30 GB, dominated by the working folders for WP2–WP6. Even with additional survey data, SNA outputs, HE-curricula records and DEC entries, the total storage requirement is expected to remain in the order of a few tens of gigabytes (10^1 – 10^2 GB) over the project lifetime.

1.5.1 Table: SharePoint Data Size

#	Folder / File	Size	Brief Description / Data Types
1	Admin (project administration)	3 GB	General project administration (contracts, budgets, reporting templates, etc.). No primary research data; internal documentation only.
2	Deliverables (final reports)	50 MB	Submitted and draft project deliverables (e.g. D1.1, D4.1, D5.2) in PDF/Word. Most deliverables are expected to be publicly available.
3	General (shared material)	100 MB	Shared reference and background material (guidelines, EU documents, literature references). No raw research data.
4	Old files (archive)	1 GB	Archived, superseded versions of documents kept for traceability and version history.
5	Partner information (institutions and contacts)	200 MB	Core information on partner institutions and administrative contact lists. Contains personal data (names, e-mails) and will not be shared as raw data.
6	Project-wide meetings and presentations	400 MB	Agendas, minutes and slide decks from project and steering meetings. May inform aggregated information in public reports.
7	WP1 – Framework development (D1.1)	50 MB	Review and mapping data for the conceptual framework on food system transformation (lists of frameworks, coding sheets, notes). Shared in anonymised/aggregated

			form via open repositories (e.g. Zenodo); no personal data expected.
8	WP2 – Social Network Analysis and knowledge hub	4 GB	Data for Social Network Analysis (D2.1) and the knowledge hub: network graphs/edge lists, network measures, exports from analysis tools. Actor IDs will be pseudonymised where necessary; open datasets will only include non-identifiable or aggregated information.
9	WP3 – Territorial laboratories	3 GB	Material from territorial laboratories based on broader, targeted case selection: workshop notes, participatory mapping outputs, questionnaires and reflection logs. Personal data are minimised and pseudonymised; only aggregated/anonymised findings will be shared openly.
10	WP4 – Research Agenda and Roadmap (D4.1)	6 GB	Data for the research agenda and roadmap from three sources: (1) document corpus (research and policy documents), (2) surveys, and (3) web-scraping/informatics. Raw data are stored internally; open outputs will consist of aggregated/anonymised corpora, codebooks and scripts.
11	WP5 – HE FS curricula dataset (D5.2)	200 MB	“HE FS curricula” dataset with a structured overview of higher-education programmes (institution, level, subject focus, etc.). Mostly non-personal data; expected to be shared as an open, aggregated dataset.
12	WP6 – DEC tracker, events and outreach	5 GB	DEC tracker, event and activity lists, communication materials, mailing lists/press contacts and Matomo web statistics. DEC tracker and event lists are monitoring data with strong potential for aggregated open sharing; mailing lists and raw web statistics are (potentially) personal data and will only be shared as anonymised metrics.
13	WP7 – Data management, ethics and GDPR	2 GB	DMPs, project handbook, ethics/GDPR documentation, templates, risk registers and audit/log files. Mainly administrative/methodological documents; generic guidance and templates may be shared openly, while documents containing personal data remain internal.
14	Root-level project documents (presentations, contact sheets, grant agreement PDFs)	≈ 200 MB	Miscellaneous project-level files stored at the root of the SharePoint area (e.g. consortium overview sheets, general project presentations, contact-list templates, grant agreement PDFs). These are administrative/supporting documents rather than primary research data; public versions are available via official EU channels or in aggregated form.

1.6 Origin and Provenance

FoSSNet combines re-use of existing open data, web-scraped online content and newly generated qualitative and quantitative data across all work packages. When data are re-used, a record will be kept of **who** retrieved the data, **when**, **for what purpose**, and **by which methods** the data have been retrieved and analysed.

For newly generated data, the provenance of each dataset will be documented by recording its **origin** (date, location/source, responsible partner or researcher), and subsequent **data uses** (when it has been used, by whom, for what purpose, and whether any changes or transformations have been made). This provenance information will be stored together with the data and/or its metadata in the selected repositories (Zenodo), in line with the FAIR principles and the FoSSNet Project Handbook.

To make the origin, key transformations and intended re-use explicit, FoSSNet's main datasets are summarised in appendix 8.1.

2 FAIR Data

2.1 Findable

FoSSNet will make all shareable research data **findable** by: (i) assigning persistent identifiers, (ii) depositing data in interoperable repositories, and (iii) providing rich, standardised metadata that supports human and machine discovery.

2.1.1 Persistent Identifiers and Repositories

FoSSNet will use a small, clearly defined set of repositories:

- **Zenodo (FoSSNet community)** for **open datasets and other public research outputs**, including documentation, code, figures and teaching resources. Datasets deposited in the FoSSNet Zenodo community will receive a **DOI** and will be linked to the relevant deliverables (e.g. D2.1, D4.1, D5.2).
- **EduFrame / EIT Food infrastructure (WP5)** for **learner and teaching data** collected as part of FoSSNet's higher education activities. Individual-level learner data will remain within the EduFrame / EIT Food environment and be processed under the applicable EIT Food and HEI data protection frameworks. Only **anonymised, aggregated outputs** (e.g. indicators or summary tables) that can be shared under these frameworks may be exported and, where appropriate, archived on Zenodo.

Where a recognised discipline-specific repository is clearly more appropriate for a particular dataset, FoSSNet partners may additionally deposit a copy or derived dataset there. In all cases, repositories will support **persistent identifiers** and exposure of metadata for harvesting and indexing.

2.1.2 Metadata Standards for Datasets

Metadata will be provided for all central FoSSNet datasets. Building on the DataCite Metadata Standard, FoSSNet will link specific metadata practices to concrete datasets as follows:

- **DDI-like documentation for survey and systematic review data (e.g. D4.1):**

For the survey data and systematic review datasets underpinning D4.1 Research Agenda and Roadmap, FoSSNet will provide DDI-like documentation, including:

- study aim and original purpose (incl. FoSSNet WP/task),
- population and sampling / inclusion criteria,
- data collection instruments (e.g. survey questions, coding frames),
- variables and value labels,
- transformations (e.g. recoding, aggregation, weighting), and
- data access conditions and licensing.

- **DCAT-AP elements for main open datasets (Zenodo):**

For all open FoSSNet datasets deposited in Zenodo, FoSSNet will ensure that metadata covers the main DCAT-AP-compatible elements, including at least:

- Title (dataset title and, where relevant, link to FoSSNet deliverable),
- Description (short abstract of content, methods and scope),
- Keywords (including “FoSSNet”, relevant WPs, food system concepts, geography, methods),
- Creators and contributors (dataset authors, FoSSNet partners),
- Publisher / contact point,
- Dates (collection period, publication date, version),
- Access rights (open / restricted / closed, with a short justification),
- Licence, and
- Links to related resources (associated publications, deliverables and tools).

A shared list of **preferred keywords and thematic tags** will be maintained within the consortium to support consistent description and discovery of FoSSNet datasets across repositories.

2.1.3 Harvesting, Indexing and Data Citation

By using Zenodo, FoSSNet ensures that dataset metadata can be **harvested and indexed** through standard protocols, allowing discovery via generic and domain-specific catalogues and search engines.

FoSSNet commits that **any public deliverable which is underpinned by a FoSSNet dataset and where sharing is allowed** (for example **D4.1, D5.2, D2.1**) will:

- include a **formal data citation** (dataset authors, year, title, version, repository, DOI/URL) in the deliverable (e.g. methods section or annex), and
- provide the **DOI/URL** of the dataset in the deliverable and in any related FoSSNet web pages or communication materials.

This practice will make the relationship between publications, deliverables and underlying data transparent, support re-use and reproducibility, and ensure that FoSSNet data products remain **findable** beyond the lifetime of the project.

2.2 Accessible

FoSSNet follows the principle “**as open as possible and as closed as necessary**” for all research outputs, in full compliance with ethical and legal obligations (including GDPR and institutional data protection rules). Open access is the default for publications and, where possible, for underlying data.

For **scientific publications**, FoSSNet commits to **immediate Open Access with no embargo periods**. All peer-reviewed articles resulting from the project will be openly accessible at the time of publication under suitable open licenses (CC BY), in line with Horizon Europe and Plan S requirements.

For **research data**, access conditions are defined at dataset level, taking into account sensitivity, identifiability, contractual obligations and scientific usefulness. An initial access matrix is provided (appendix 8.2); more fine-grained decisions will be recorded in dataset-specific metadata and in subsequent updates of the DMP.

FoSSNet partners will use trusted repositories for long-term deposition and access management. Data without sensitive or personal information will be stored in open repositories, while data containing sensitive information will be kept storage solutions suitable for sensitive data, i.e. institutional SharePoint with two-factor identification.

2.2.1 Deposition and Assigned Identifiers

At project level, FoSSNet designates the following repositories for project datasets:

- **Zenodo (FoSSNet community)** for **open datasets and other public research outputs**, including anonymised datasets, code, figures and teaching resources. Datasets deposited in Zenodo will receive a **DOI** and will be linked to the relevant deliverables (e.g. D2.1, D4.1, D5.2).
- **SharePoint (not a repository)** for **curated datasets**, including those that:
 - contain (pseudo)personal or otherwise sensitive data,
 - require **controlled or restricted access**, or
 - need more complex versioning and curation.
 These datasets will also receive persistent identifiers and will be documented with rich metadata and clear access conditions.
- **EduFrame / EIT Food infrastructure (WP5)** for **learner and teaching data** collected as part of FoSSNet's higher-education activities. Individual-level learner data will remain within the EduFrame / EIT Food environment and be processed under the applicable EIT Food and HEI data protection frameworks. Only **anonymised, aggregated outputs** (e.g. indicators or summary tables) that can be shared under these frameworks may be exported and, where appropriate, archived on Zenodo.

Where appropriate, and in line with institutional practices, specific beneficiaries may additionally deposit copies or derived datasets in their own trusted repositories (e.g. institutional repositories, national infrastructures), provided that the **persistent, citable version** of each dataset is clearly identified via a DOI/URL in Zenodo or access to SharePoint.

2.2.2 Access Levels and Data Types

FoSSNet distinguishes between:

- **Open data** – data that can be shared in anonymised or aggregated form, with no embargo, via open repositories.
- **Restricted / closed data** – data that cannot be shared openly due to personal data protection, confidentiality, ethics, or legitimate interests of specific beneficiaries. Metadata will remain visible where possible, but access to the data itself will be controlled or refused.

If specific datasets cannot be shared (or need to be shared under restricted access conditions), FoSSNet will clearly explain why in the dataset metadata and, where appropriate, in the DMP and/or related deliverables, distinguishing **legal and contractual reasons** from **intentional restrictions** (e.g. protection of legitimate interests in a multi-beneficiary project).

At work-package level, this means in practice that:

- In **WP1**, data will be a combination of public sharing and confidentiality where personally identifying data and contact information are involved, managed under institutional ethics and data management processes.
- In **WP2** and **WP3**, data will be partly suitable for public sharing. Data containing personal and sensitive data will be shared only to the extent that they can be fully anonymised or pseudonymised without re-identification risk; otherwise, they remain restricted.
- In **WP4**, data will mostly be suitable for public sharing. Since WP4 aims to co-produce research and knowledge for sustainable food systems transformation, stakeholders at different scales (including policy makers) are expected to re-use these data. Any personal data elements will be anonymised before release.
- In **WP5**, data will be suitable for public sharing, with restrictions for personal data from focus groups, schools and higher-education activities.
- In **WP6**, some data (e.g. emails, dietary restrictions, contact lists) will not be suitable for public sharing. Such personal data will be shared with other project partners only for specific, clearly defined purposes and for the necessary period, after which they will be deleted or anonymised. Other data, such as feedback forms, will only be used in aggregated or internal form.

2.2.3 Embargo, Access Protocols and Identification of Users

No **embargo periods** will be applied to FoSSNet scientific publications. For **datasets designated as open**, FoSSNet will release them **without embargo**, at or before the time of the associated publication or public deliverable, unless justified by ongoing analyses or ethical/legal constraints documented in the dataset metadata.

Data deposited in Zenodo and SharePoint will be accessible through **standardised web protocols (HTTPS)** and, where applicable, via repository APIs, ensuring interoperability and ease of integration into catalogues and discovery services. For datasets with **restricted access**, the conditions under which access can be granted and relevant **contact information** will be clearly described in the metadata.

For restricted datasets stored internally in restricted areas of institutional SharePoint, the **identity of users requesting or granted access** will be verified through existing institutional mechanisms (two-factor authentication, institutional accounts, confirmation of a valid e-mail address, signed data-use agreements).

2.2.4 Metadata Availability, Licensing, Duration and Software

Metadata will be made **openly available** for all FoSSNet datasets and, where possible, licensed under a **public domain dedication (CC0)**. Metadata will include sufficient information to:

- enable users to **find and access** the data (where access is permitted),
- understand the **content, provenance and access conditions**, and
- cite the dataset correctly (including DOI/URL).

Where justified by sensitivity or security, metadata may omit or generalise certain details, but will still indicate the existence of the dataset and the reasons for any restrictions.

Data and metadata will be preserved for a **minimum of five years after the end of the project**, and for longer where supported by the selected repositories. Selected datasets and associated metadata will remain available as long as the trusted repositories exist and maintain their services.

Whenever possible, FoSSNet will use **open, non-proprietary file formats** to facilitate long-term accessibility (e.g. CSV, TXT, JSON, PDF/A). Where proprietary formats are unavoidable, the project will provide information on the necessary software or viewers to access the files (e.g. statistical packages, qualitative analysis software), either within the dataset documentation or in the relevant deliverables.

2.2.5 Interaction Between the FoSSNet Website and Repositories

The **FoSSNet website** serves as the **front-end platform** for dissemination and communication, while the **trusted repositories** (Zenodo and EduFrame/EIT Food for WP5 learner data) serve as the **locations for datasets and their persistent identifiers**:

- The **website** will provide human-readable descriptions of datasets, visualisations, news items and links to key outputs (deliverables, publications, tools).
- The **datasets themselves**, together with their authoritative metadata, DOIs and licences, will be deposited and maintained in **Zenodo** (for open datasets and other public research outputs).
- For WP5 learner-related data, **EduFrame/EIT Food** will remain the primary environment for individual-level data processing. Only anonymised, aggregated outputs suitable for broader re-use will be exported and archived in Zenodo.

In practice, the FoSSNet website will always link to the **DOI/URL of each dataset in the relevant repository**, so that users are directed to the persistent, citable version of the data and its metadata, while the repositories provide the long-term preservation, access control and interoperability functions required under Horizon Europe.

2.3 Interoperable

2.3.1 Vocabularies, Standards, Formats and Methodologies

FoSSNet will ensure that data and metadata are interoperable with other resources in the food-systems and social-science domains by using community-recognised vocabularies, standards and protocols wherever possible. The aim is that FoSSNet datasets can be combined, compared and re-used alongside existing data in a transparent way.

Building on the standards already identified, FoSSNet will operationalise interoperability as follows:

AGROVOC and Related Ontologies (FAO):

- Descriptions of territorial laboratories (context, key features, food-system domains) and associated thematic tags (e.g. agroecology, governance, value chains, nutrition, climate) will be mapped to AGROVOC concepts or equivalent community ontologies where possible.
- This mapping will be reflected in metadata keywords and/or concept identifiers in the repositories, so that FoSSNet labs and cases can be discovered alongside related food and agriculture datasets (e.g. using AGROVOC URIs).

DDI Documentation for Survey and Review Data (especially D4.1):

- For D4.1 Research Agenda and Roadmap and other survey or systematic review datasets, FoSSNet will use DDI-like documentation to describe the data content (structure, period, sample population, variables, value labels and transformations).
- Inclusion/exclusion criteria, coding schemes and variables used in D4.1 will be documented using DDI-style variable descriptions (name, label, type, categories, universe, derivation rules) and a methodological overview (e.g. in a codebook and/or readme file).
- Where appropriate, FoSSNet will align with CESSDA recommendations and templates for social science data documentation for qualitative and mixed-methods datasets.

CESSDA and OpenAIRE Guidelines:

- For social science and mixed-methods data, FoSSNet will draw on CESSDA best practices (e.g. for survey documentation, consent and access conditions) to structure metadata and supporting materials.
- For publications and associated research outputs, FoSSNet will follow the OpenAIRE Guidelines to ensure that metadata for articles and datasets are

harvestable, machine-readable and correctly linked (e.g. publications linked to datasets and project information).

Multilingual Vocabularies and Language Diversity:

- As highlighted in D4.1, FoSSNet operates across multiple languages and national contexts. To address language diversity, FoSSNet will represent multilingual terms in metadata by:
 - providing English labels (titles, abstracts, keywords) as the main discovery language, and
 - including original-language terms in separate fields or tagged keyword sets (e.g. keyword_en, keyword_local, with language codes such as en, da, fi, it).
- Where AGROVOC or related vocabularies already provide multilingual labels for a concept, FoSSNet will use the same concept identifier and, where possible, adopt those labels, thus ensuring consistent cross-language interoperability.

If no suitable community vocabulary or standard is applicable for a particular concept or dataset, FoSSNet will define a **project-internal controlled vocabulary** (e.g. in a codebook), with clear definitions and examples, and will expose this information alongside the dataset metadata so that external users can correctly interpret the data and reuse it in combination with other sources.

2.3.2 Qualified References to External Data

FoSSNet will also support interoperability by creating **qualified references** between its own datasets and external data resources. A qualified reference is a cross-reference that explains its intent: for example, “Dataset X **is derived from** Dataset Y” or “Dataset X **uses coding scheme** Z” is more informative than “Dataset X is associated with Y”. The goal is to create as many meaningful links as possible between (meta)data resources to enrich the contextual knowledge about the data (see GO FAIR principle I3).

In practice, this means that FoSSNet will, wherever possible:

- Record explicit relations between datasets and publications, such as “**isDerivedFrom**”, “**isNewVersionOf**”, “**isSupplementTo**”, “**references**”, using the relation fields in Zenodo and institutional SharePoint.
- Link **D4.1 datasets** to the underlying corpus of agenda documents, previous projects and external databases from which they are derived, using qualified references in the metadata.
- Link **WP5 HE curricula datasets** to the public programme and course catalogues from which they were constructed.
- Indicate when a FoSSNet dataset **re-uses or extends** a dataset from previous research, including a citation and DOI/URL for the original resource.

A qualified reference will be applied whenever possible and meaningful in the repositories' metadata fields. This will enable users to understand not only that two resources are related, but also **how** they are related, thereby improving both scientific transparency and practical re-usability of FoSSNet data.

2.4 Re-usable

FoSSNet is committed to maximising the potential for data re-use by providing rich documentation, clear licensing and robust quality assurance.

2.4.1 Documentation of Data Analysis, Validation and Re-use

Documentation needed to validate data analysis and facilitate data re-use will be provided when datasets are published and deposited in the selected repositories. For key FoSSNet datasets, this will take the form of concrete, dataset-specific documentation packages, for example:

- **For the D4.1 Research Agenda Dataset:**
 - a PRISMA-inspired flow diagram, documenting identification, screening, eligibility and inclusion of sources;
 - a detailed search strategy, including databases searched, search strings and date ranges;
 - explicit eligibility and exclusion criteria for documents and/or respondents;
 - a coding manual describing concepts, categories and decision rules;
 - a structured codebook with DDI-like variable descriptions (name, label, type, categories, universe, derivation rules);
 - analysis scripts (e.g. R, Python, Stata) used for cleaning and analysis, where this can be shared without compromising confidentiality.
- **For the D5.2 Higher-Education Curricula Dataset:**
 - a clear description of data collection procedures (sources, selection criteria, extraction workflow);
 - definitions of all columns/variables, including controlled vocabularies and units of measurement;
 - a version log documenting major updates, corrections and extensions to the dataset.

In addition, for other FoSSNet datasets, documentation packages will include, as appropriate:

- information on methodology (methodology documents, protocols, study descriptions);
- codebooks, software manuals and readme files;
- protocols for data cleaning, analysis, variable definitions and units of measurement;
- conceptual definitions and glossaries of key terms;
- clear contact information (e.g. dataset contact person or helpdesk) for follow-up questions.

These materials will be deposited together with the datasets (or clearly linked from the dataset landing page) to ensure that third parties can understand, validate and build upon FoSSNet data.

2.4.2 Licensing

FoSSNet will apply open licensing systematically and consistently, in accordance with the Grant Agreement and the principle of “as open as possible and as closed as necessary”:

- **Datasets and scientific publications:** by default, FoSSNet will use **Creative Commons Attribution 4.0 International (CC BY 4.0)** or equivalent licences for datasets and open-access publications. This allows broad re-use, including commercial use, provided that appropriate credit is given.
- **Metadata:** metadata of deposited publications and datasets will be made open under a **Creative Commons Public Domain Dedication (CC0)** or an equivalent public-domain licence, as defined in the Grant Agreement (Article 17).
- **Teaching and training materials:** some teaching materials (e.g. WP5 higher-education resources) may, where required by institutional policies or to protect non-commercial educational use, be released under slightly more restrictive but still open licences such as **CC BY-NC-SA** (Attribution–NonCommercial–ShareAlike). In such cases, the choice of license will be justified in dataset or resource metadata and will still be fully compatible with the Horizon Europe requirement to keep outputs “as open as possible”, whilst respecting legitimate non-commercial constraints.
- **Code and software:** where FoSSNet develops reusable code or software tools, these will be released under well-recognised **open-source licences** (e.g. MIT, Apache 2.0 or GPL-compatible licenses), unless specific constraints apply.

The chosen license will always be explicitly stated in the metadata and on the landing page of each dataset, publication or software package, so that potential re-users clearly understand their rights and obligations.

FoSSNet commits that **datasets will be deposited in the chosen repositories as early as possible and, in any case, no later than six (6) months after acceptance of the associated publication or public deliverable**, unless legal, ethical or contractual constraints prevent deposition or require a different timetable.

2.4.3 Data Useability by Third Parties

Through the combination of clear documentation, open licensing and stable repositories, FoSSNet data will remain usable by third parties beyond the lifetime of the project. By work package, this means:

- **WP1 (Conceptual Frameworks and Synthesis):** Data generated for the development of conceptual frameworks, visualisation tools and information synthesis can be re-used by other researchers (e.g. to extend or test frameworks), by policy makers and administrations (e.g. for strategy and policy design), and by other food system decision-makers.
- **WP2 (Networking and Territorial Laboratories):** Data underpinning the food systems science network (e.g. social network analysis, workshop outputs, hackathon results) can be re-used by scientific communities related to agrifood and by food system stakeholders wishing to understand and strengthen their networks.
- **WP3 (Inclusion and Exclusion in Academic Networks):** Data on inclusion and exclusion in food system science networks can support further research on equity, diversity and inclusion in science, and guide stakeholders organising networks and activities within and beyond food systems.
- **WP4 (Research Agenda and Roadmap):** Co-produced data on research agendas and priorities can be used by a broad diversity of stakeholders (researchers, research funders, civil-society organisations, policy makers at different scales) to inform food systems transformations and future funding instruments.
- **WP5 (Higher-Education Food Systems Literacy):** Data generated to build a pan-European network on food systems literacy and to map current food systems education can be re-used by research and educational institutions, quality-assurance bodies, professional organisations and networks designing new or revised curricula.
- **WP6 (Dissemination, Communication, Engagement):** Where non-sensitive (e.g. aggregated engagement metrics, anonymised feedback), data can be re-used to inform best practices in science communication and engagement. Sensitive data (e.g. contact details, special categories of personal data) are not shareable and will remain closed.

The long-term accessibility of datasets and associated documentation in Zenodo will ensure that third parties can continue to find and use FoSSNet data after the end of the project.

2.4.4 Data Provenance Documentation

Documentation needed to validate **data provenance** (i.e. where data come from, how they were created and how they have been modified) will be provided when relevant datasets are published. This will include, where appropriate:

- information on **origin and collection context** (dates, locations, instruments, responsible partners);
- logs of **major processing and transformation steps** (e.g. cleaning, aggregation, recoding);
- links to **source datasets or documents** in the case of re-used or derived data;
- version information and change logs (e.g. for D5.2 and other evolving datasets).

This provenance information will be stored with, or clearly linked from, the dataset metadata to support transparency and traceability.

2.4.5 Data Quality Assurance Processes

Data quality is assured through a combination of shared protocols and distributed responsibilities, including:

- **Common data collection protocols**, agreed at consortium level and/or within each work package;
- **Training in data collection and management**, where relevant (e.g. when working across disciplines, methods or national contexts);
- **Collaboration across national teams and disciplines**, enabling cross-checking of instruments, translations and interpretations;
- **Quality control by WP leaders**, who review instruments, data collection processes and key outputs within their work packages;
- **Quality control by the project coordinator**, who oversees consistency across work packages and alignment with the overall project objectives and Horizon Europe requirements.

Together, these measures, combined with the documentation and licensing practices described above, ensure that FoSSNet datasets are of sufficient quality to be **re-used confidently** by third parties, both during and after the project.

3 Other Research Outputs

In addition to the management of data, FoSSNet will also manage a broad portfolio of **other research outputs** that may be generated or re-used throughout the project. These outputs include both **digital** objects (e.g. software, workflows, protocols, models, graphical materials) and **physical** or hybrid objects (e.g. workshop artefacts, posters, laboratory materials).

FoSSNet's portfolio of other research outputs is expected to include, but not be limited to:

- **Graphical abstracts** of FoSSNet's research approach and key findings;
- **Infographics**, presentation slides and **posters** for conferences and stakeholder events;
- **Videos**, short explainers and recorded talks;
- **Workshop materials** and templates used in territorial laboratories, stakeholder meetings and training activities (e.g. facilitation guides, worksheets);
- **Curricula and teaching modules** developed in WP5 (e.g. course outlines, learning outcomes, reading lists and teaching activities contributing to D5.2);
- Components of the **WP3/D3.2 toolkit for transdisciplinary research** (e.g. guidance, checklists, tools for inclusion/exclusion analysis);
- **Policy briefs, fact sheets and other communication materials** defined in the **DEC Plan (D6.1)** and reported in **D6.3** (e.g. stakeholder-targeted briefs, newsletters, web articles).

Wherever possible, these research outputs will be made accessible through the **FoSSNet website**, which serves as the main front-end dissemination and communication platform. The website will be operated and maintained by EUFIC and will remain available for **at least three years after the end of the project**. For long-term preservation and citation, selected outputs (e.g. policy briefs, infographics, videos, teaching modules and toolkit components) will also be **archived in trusted repositories**, primarily **Zenodo** (within a dedicated FoSSNet community). The website will link to the records in these repositories (DOI/URL).

The **curricula and learning materials developed in WP5** will be available via the FoSSNet website and will also be integrated into the educational activities of **EIT Food** and other food systems education initiatives, thereby supporting re-use across institutions and countries. Policy briefs and other communication materials described in **D6.1** and **D6.3** will be treated as “other outputs” and, where appropriate, archived both on the FoSSNet website and in Zenodo with clear metadata and licences.

For **non-digital outputs** (e.g. physical posters, workshop artefacts, laboratory materials), FoSSNet will either:

- **digitise** them (e.g. scanned posters, photographs of artefacts, digital reconstructions of workshop templates), and/or
- provide at least a **descriptive metadata record** (e.g. title, creator, date, context, type of artefact) in the chosen repository, so that the existence and role of these outputs in the project is transparent even if the physical object itself cannot be preserved or made openly available.

Beneficiaries will consider which of the FAIR-related questions (findability, accessibility, interoperability, re-usability) are applicable to each type of research output and will strive to provide sufficient detail on how these outputs will be managed, shared or made available for re-use. As with data, FoSSNet will adhere to the FAIR principles while taking **ethical, legal and social aspects (ELSA)** into account. The project will therefore remain “**as open as possible, as closed as necessary**” to avoid any possibility of tracing personal or sensitive information, in full alignment with **GDPR** and other applicable regulations.

Each partner will comply with their own standard operating procedures and the requirements of this DMP, as well as general legal and ethical requirements and practices, including the **Do No Significant Harm (DNSH) principle (sec. 6)**.

Other research outputs that can be shared will be made freely available via the FoSSNet website and/or trusted repositories with appropriate **open licences** (e.g. CC BY for briefs, infographics and teaching materials, or more specific licences where justified by institutional policy for educational resources).

4 Allocation of Resources

4.1 Costs

FoSSNet will rely on the **free, trusted repository of Zenodo** for the deposition of data and other research outputs. As a result, **no direct repository fees** are expected for publishing FAIR data and other outputs. The main costs relate to **personnel time** (e.g. data curation, anonymisation, documentation) and to **open access publication charges (APCs)**:

- **Roskilde University (RUC), as WP7 leader, is responsible for:**
 - coordinating the Data Management Plan (DMP) and its updates;
- **EUFIC, as WP6 leader, is responsible for:**
 - FoSSNet web hosting and technical maintenance of the project website;

- configuration and maintenance of Matomo or other privacy-compliant analytics tools used for DEC monitoring. These costs are covered under EUFIC's DEC-related budget lines in the project.
- **Each beneficiary is responsible for:**
 - the preparation of their datasets for sharing (e.g. documentation, anonymisation, quality checks), including staff time for implementing the FAIR principles;
 - their own APCs for open access publications, using the HEU budget allocated to each partner for dissemination/open access in Part A/B of the Grant Agreement;
 - any additional local storage or security arrangements beyond the common repositories (e.g. institutional drives for working data, secure storage for sensitive material), which are covered by their own institutional or project budgets.

FoSSNet confirms that all such costs related to research data and output management (e.g. preparation for sharing, documentation, storage, archiving, security) are **eligible under the Horizon Europe grant**, provided they comply with the conditions of the Grant Agreement.

Because **Zenodo** is free at point of use for the project, there are **no additional external fees** for long-term archiving or repository storage beyond what is already covered by RUC and the respective infrastructures. The costs for publishing open access (APCs) are included in the partners' budgets.

4.1.1 Covering of costs

- Repository use (Zenodo):
 - **No direct deposit or storage fees** for FoSSNet datasets and other outputs.
- Open access publishing:
 - Each partner's **APC costs** are covered from their own **FoSSNet HEU budget**, as planned in Part A/B.
 - Where possible, partners will prioritise **Diamond OA** or other no-APC routes; when APCs are unavoidable, they must comply with Horizon Europe and Plan S requirements.
- Data preparation and security:
 - Effort for **documentation, anonymisation, curation, and metadata creation** is budgeted as personnel costs within each partner's work package(s).

- **Security measures** (e.g. secure institutional storage, access control, backups) are covered by existing institutional infrastructures and, where needed, project resources.

4.2 Data Management Responsibilities

Dataset creators (typically researchers and WP teams) are responsible for:

- applying the **FAIR principles** to their data (e.g. creation of metadata, documentation, choice of formats and licences);
- ensuring that datasets are prepared for deposition (including quality checks, anonymisation and internal approvals).

WP7 (RUC) provides overall **coordination and guidance** on data management, including:

- maintaining and updating the **DMP**;
- offering templates (e.g. codebooks, consent templates, metadata checklists);
- coordinating with institutional **ethics committees and DPOs** where needed.

The **Project Handbook**, the **DMP** and relevant **national ethics approvals** provide operational guidance and support to all partners in implementing these responsibilities.

4.3 Resources for Long Term Preservation

FoSSNet aims to ensure that key datasets and other outputs remain available **beyond the lifetime of the project**:

Minimum preservation period:

- As a baseline, FoSSNet datasets deposited in trusted repositories will be preserved for at least five years after the end of the project.

Governance mechanism for extended preservation (>5 years):

- At Month 30 (M30) and Month 46 (M46), the Project Board (or equivalent governing body) will carry out a structured review of the datasets and other outputs produced so far.
- *For each major dataset, the Board—supported by WP7—will assess:*
 - re-use potential (scientific, policy, educational and societal value);
 - sensitivity and legal/ethical constraints;
 - expected costs and feasibility of preserving the dataset beyond the default period (e.g. size, format, repository commitments).

- Based on this review, the Board will decide which datasets merit extended preservation beyond five years and confirm the responsible institution (typically the dataset owner in combination with RUC or Zenodo).
- Decisions and rationale will be documented in updated versions of the DMP and, where relevant, in project management records and final reports.

Through this mechanism, FoSSNet ensures that resources for long-term preservation are **targeted at the most valuable and reusable datasets**, while keeping costs proportionate and aligned with the project's objectives and the Horizon Europe framework.

5 Data Security

5.1 Provisions for Data Security

Each partner in the FoSSNet consortium is responsible for the security of data stored locally and for complying with its own standard operating procedures (SOPs), as well as with any FoSSNet-specific SOPs and all relevant legal and ethical requirements. The project implements the following common principles for data protection and security:

1. only data that are relevant and not excessive will be collected;
2. data are stored securely with regular backups, proportionate to data type and criticality;
3. data are fairly and lawfully processed, in line with GDPR and national law;
4. reasonable efforts are made to ensure data accuracy, data quality and integrity;
5. data are used only in ways that are compatible with the original consent or agreement;
6. relevant national and international regulations regarding data protection are applied.

In line with the ethics commitments in the FoSSNet proposal, **primary storage** of project data is on **institutional systems** (RUC, WR, VU, UB, EUFIC and other beneficiaries' IT infrastructures) and on institutionally managed **Microsoft 365 services** (SharePoint, OneDrive) with **role-based access control, encryption in transit and at rest, and multi-factor authentication**. Access to restricted data via SharePoint is protected by two-factor identification.

Personal devices (e.g. private laptops, tablets, phones) are not used for storing raw research data. Where strictly necessary for fieldwork or travel (e.g. temporary storage

of anonymised extracts or notes), use will be limited, encrypted and aligned with institutional policies, and data will be promptly transferred to institutional systems and removed from personal devices.

Data transfers between partners and/or repositories will occur only via **encrypted channels** (e.g. HTTPS, SFTP, institutionally approved file-sharing tools). Regular institutional backup procedures ensure recovery of data in case of hardware failure or other incidents.

5.2 Research Data vs Operational Data

FoSSNet distinguishes between **research data** and **operational/administrative data**, with appropriate access control and retention for each:

5.2.1 Research Data

Examples:

- survey responses and interview/focus-group transcripts;
- territorial laboratory materials and experimental/lab results;
- learner and teaching data within **EduFrame/EIT Food** and other HEI systems.

Research data are stored on **institutional research drives, protected departmental servers, YODA/Research Drive-like infrastructures, and EduFrame/EIT Food environments** as appropriate. Access is **role-based and limited to authorised research staff, WP teams and supervisors**, using institutional accounts and MFA where available.

5.2.1.A Table: Research Data Control and Retention

Access Control	Retention
Research data are accessible only to authorised project staff on institutional systems with role-based access and, where applicable, MFA.	Research data are kept for at least the period required by ethics approvals and institutional policies and, for deposited datasets, at least five years after project end, with longer preservation for selected datasets as defined in the DMP governance mechanism (M30/M46 review).

5.2.2 Operational Data

Examples:

- DEC monitoring spreadsheets (KPIs, event statistics, web analytics summaries);

- contact lists and mailing lists for newsletters, events and stakeholder engagement;
- internal newsletters, meeting minutes and project management documents.

Operational data are stored on **institutional SharePoint/OneDrive, email systems and project management tools**, with access restricted to relevant project staff (e.g. WP6 team, coordination team) and not used as research data.

5.2.2.A Table: Operational Data Control and Retention

Access Control	Retention
Operational data are accessible only to staff with a project role requiring this information (e.g. WP6, coordination, administration) through institutionally managed systems with authentication and, where applicable, MFA.	Operational data are retained only for as long as necessary for project management, communication or audit purposes, and are deleted or anonymised once no longer needed , in accordance with institutional retention policies and GDPR.

5.3 Long Term Preservation and Curation

Data intended for long-term re-use will be stored in **trusted repositories** with established preservation commitments:

- **Zenodo** provides long-term archiving for open datasets and other research outputs.

As described in the DMP section on costs and long-term preservation, FoSSNet ensures that:

- all datasets selected for sharing are preserved for **at least five years after the end of the project**;
- at **Month 30 (M30)** and **Month 46 (M46)**, the **Project Board** reviews which datasets and other outputs merit preservation **beyond five years**, based on re-use potential, sensitivity and cost;
- decisions about extended preservation and the responsible institution (e.g. dataset owner + Zenodo) are recorded in updated versions of the DMP and project governance documents.

Sensitive data that cannot be deposited openly (e.g. identifiable transcripts) will be stored in institutional systems with appropriate access controls and retention aligned with ethics approvals and institutional rules.

5.4 Incident Response and Data Breaches

In case of an **actual or suspected data security incident or personal data breach**, FoSSNet partners will:

- immediately follow their **institutional incident-response procedures**, including internal reporting lines;
- inform their institutional **Data Protection Officer (DPO)** and, where appropriate, the FoSSNet coordinator and WP7 (RUC);
- cooperate to ascertain the scope and impact of the incident, contain it, and prevent recurrence.

In line with GDPR and the commitments made in the FoSSNet proposal, the project undertakes to **notify the relevant supervisory authorities and, where required, the affected data subjects without undue delay**, following Articles 33–34 GDPR and national implementations. Any such incidents and follow-up actions will be documented and reflected in updated risk assessments and, if relevant, in the DMP.

5.5 International Transfers and Cloud Services

FoSSNet uses **EU/EEA-hosted infrastructures** (institutional servers, Zenodo, EduFrame/EIT Food, institutionally managed Microsoft 365) to avoid unnecessary international transfers. If any **non-EU cloud services** are used for surveys, communications or other project tools (e.g. mailing platforms, survey platforms):

- partners will **prioritise EU/EEA data centres** or EU-hosted instances wherever available;
- any transfers of personal data to third countries will be carried out **only where a valid GDPR transfer mechanism is in place**, such as **Standard Contractual Clauses (SCCs)** combined with appropriate **supplementary measures** (technical, organisational and contractual), and subject to prior review by institutional legal services/DPOs;
- information about such tools and transfer arrangements will be included in **participant information sheets and privacy notices**, where relevant.

By combining institutional infrastructures, controlled collaboration environments (SharePoint/OneDrive, EduFrame), trusted repositories and clear incident-response and transfer rules, FoSSNet ensures that data security is robust, ethically grounded and fully aligned with the commitments made in the ethics section of the proposal.

6 Ethics

Guidelines and requirements regarding research ethics, including issues of data sharing, are described in the Description of Action (DoA, Part B, 1.2.12) and in **D7.1 Project Handbook, Ethics and Gender Guidelines**. Each partner must comply both with its own institutional standard operating procedures (SOPs) and with these FoSSNet-wide guidelines. The **Do No Significant Harm (DNSH) principle** is followed across all activities.

D7.1 sets out cross-cutting ethics and gender requirements for FoSSNet, including:

- procedures for ethics pre-screening of all activities involving human participants;
- guidance on information sheets, consent forms, and data protection notices;
- gender-sensitive and intersectional approaches to recruitment, facilitation and analysis;
- requirements for inclusive participation and attention to power relations in knowledge production (especially in WP3 and WP4).

Ethical screening is a precondition for any data collection that involves human participants (territorial laboratories, surveys, interviews/focus groups, learner data, etc.). No such activity will begin until the responsible partner has:

1. completed an internal ethics and data protection check using the templates in D7.1;
2. obtained any required approval from the relevant institutional ethics committee and/or Data Protection Officer (DPO); and
3. ensured that appropriate consent and information materials are in place.

Where data relate to **SO3** (Enhance inclusivity of the Knowledge and Innovation system for a sustainability transformation of EU food systems, see table 1.3.1), they may include **personal and sensitive information** (e.g. data on gender, age, ethnicity, career stage, experiences of exclusion). Such data will only be shared, if at all, in **highly aggregated or anonymised formats** that ensure no individual can be identified.

FoSSNet also distinguishes clearly between **research data** and **operational**, with specific ethical and data protection controls for each.

6.1 Activities Involving Personal and Sensitive Data

The main activities involving personal and/or potentially sensitive data are summarised below. Legal bases may differ slightly between institutions, but are always grounded in GDPR and, where applicable, national law and institutional policies:

6.1.1 Table: Legal/Ethical Basis of Activities

Activity	Legal basis (GDPR)	Anonymisation / pseudonymisation	Information and consent
Territorial laboratory workshops and interviews (WP3/WP4)	Primarily explicit informed consent (Art. 6(1)(a)); where special categories of data (e.g. ethnicity, health, political or religious views) are involved, Art. 9(2)(a) and/or Art. 9(2)(j) (research) as implemented in national law.	Audio recordings and detailed notes are stored securely and, where possible, pseudonymised (participant IDs instead of names). Any data shared outside the core research team will be anonymised and/or aggregated to prevent re-identification.	Participants receive an information sheet and consent form (language appropriate) explaining aims, procedures, risks/benefits, confidentiality, data sharing and retention, and their rights (withdrawal, access, etc.). Consent is documented before participation.
Surveys (D4.1 and later WPs)	Typically consent (Art. 6(1)(a)) for participation and, where relevant, processing of special categories under Art. 9(2)(a)/(j) in line with institutional policies; for some institutional surveys, public interest in research (Art. 6(1)(e)) may also apply.	Survey data are stored with unique respondent IDs. Direct identifiers are either not collected or stored separately; datasets used for analysis are pseudonymised . Datasets shared beyond the project will be anonymised (no free text that can re-identify individuals).	An online/offline participant information text explains the purpose of the survey, controller identity, legal basis, voluntary nature, data sharing and retention. Consent is obtained via tick-box or written signature before submission.
Higher-education learner data in EduFrame (WP5)	Processing is based on contractual necessity for course participation (Art. 6(1)(b)) and/or public interest in education and research (Art. 6(1)(e)) as specified in HEI/EIT Food privacy notices; additional consent may be requested for using data in research/evaluation beyond routine pedagogical use.	Individual-level data remain within EduFrame/EIT Food and HEI systems with role-based access. For research and reporting, data are used in pseudonymised or aggregated form only. Any FoSSNet-wide datasets are fully anonymised before sharing.	Learners are informed via programme privacy notices and course documentation about the use of their data for teaching and quality assurance; where data are used for research beyond standard teaching, specific information and, where required, consent are provided in line with institutional procedures.
Mailing lists and press/stakeholder contacts (WP6)	Legitimate interests (Art. 6(1)(f)) in communicating about FoSSNet activities to relevant professional	Contact lists (names, emails, organisation, role) are stored in secure institutional mailing systems/CRM tools with	Information is provided at the point of collection (e.g. sign-up forms, email footers) explaining purpose, controller, legal

	contacts, and/or consent (e.g. newsletter sign-ups).	restricted access. Data are not anonymised while in use but are not combined to create behavioural profiles. Aggregated metrics (e.g. number of subscribers) are anonymised for reporting.	basis, retention and opt-out rights. Recipients can withdraw consent or object at any time via unsubscribe links or by contacting the controller.
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For all these activities, partners will pay particular attention to avoiding undue pressure on potentially vulnerable participants, ensuring that participation is **voluntary**, and that non-participation or withdrawal has **no negative consequences**.

6.2 Social Media and Web-Scraping

Where FoSSNet uses **social media data** or **web-scraping** (e.g. to collect publicly available policy documents, research agendas or communication metrics), it will follow these ethical principles:

- Only **publicly accessible content** will be collected (no bypassing of access controls, no scraping of private or closed groups).
- FoSSNet will **not profile or target identifiable individual users**; analyses will be conducted at an **aggregated level** (e.g. hashtags, topics, institutions) and reported in ways that avoid singling out individuals.
- Data collection will respect **platform terms of service**, robots.txt and relevant national rules on automated access.
- No further processing will be undertaken that is **incompatible with the platform's privacy notices or the reasonable expectations of users** (e.g. no repurposing of social media posts for individual evaluation or commercial targeting).

Where web-scraped content is used as a corpus (e.g. for text mining of public policy documents), FoSSNet will keep copies only for as long as necessary for research purposes and will cite **original sources** in outputs.

6.3 Do No Significant Harm (DNSH) in Data Practices

In addition to environmental aspects, FoSSNet operationalises the **DNSH principle** in its data practices to avoid reinforcing social inequalities and harmful power dynamics, in line with the focus of **WP3** on power relations in Food System Knowledge and Innovation Systems. This includes:

- designing data collection tools and recruitment strategies that **actively seek diverse participation** and avoid excluding or over-burdening specific groups;

- being cautious in how sensitive variables (e.g. gender, ethnicity, career stage) are used and interpreted, avoiding essentialist or stigmatising framings;
- sharing data only in forms that **cannot be used to discriminate against or harm individuals or communities**, for example by re-identifying participants or labelling organisations in a damaging way;
- reflecting participants' feedback and concerns in research design and dissemination, and giving voice to marginalised actors where possible;
- ensuring that no FoSSNet data are used to **automate decisions** about individuals or to create reputational rankings or scores.

These commitments are embedded in D7.1 and in the practices of WP3 and WP4, and will be revisited in ethics reviews throughout the project.

6.4 Informed Consent and Long-term Preservation

Informed consent is the primary safeguard for participants in FoSSNet's human-subject research. Information sheets and consent forms will:

- explain the **purpose** of the study, what participation involves and any foreseeable risks/benefits;
- identify the **data controller(s)**, contact details and the relevant DPO or ethics contact;
- state the **legal basis** for processing and (where applicable) the categories of personal data to be collected;
- describe how data will be **stored, anonymised/pseudonymised, shared and archived**, including the possibility of long-term preservation of anonymised datasets in trusted repositories;
- inform participants of their **rights under GDPR** (access, rectification, erasure, restriction, withdrawal of consent, complaint to a supervisory authority);
- clarify that participation is **voluntary** and that participants may withdraw at any time without negative consequences.

Where data sharing is applicable (e.g. anonymised datasets to be deposited in Zenodo), this will be clearly explained in the information materials. Long-term preservation of anonymised data will likewise be described, so that participants can make **informed decisions** about their contribution.

By combining D7.1's ethics and gender guidelines, institutional SOPs, robust consent procedures and careful handling of sensitive information, FoSSNet ensures that all data-related activities are conducted within **ethical standards**, in full alignment with GDPR, DNSH and the commitments made in the project proposal.

7 Other Issues

Partners will follow the **EU GDPR**, relevant **national codes of conduct for research integrity** and their respective **institutional guidelines for data management**, in addition to the rules set out in this DMP and the procedures described in the FoSSNet Project Handbook.

In line with the **security assessment in the FoSSNet proposal**, the project does **not** involve any **EU-classified information** and **no security-sensitive data** are foreseen. The research focuses on food systems science, governance and education, and does not entail activities that would trigger EU security scrutiny or classification.

FoSSNet does **not anticipate any substantial or systematic transfers of research data outside the EU/EEA**. Data will primarily be stored and processed on EU/EEA-based infrastructures (institutional servers, Zenodo, EduFrame/EIT Food, institutionally managed Microsoft 365). If, in justified cases, specific tools hosted outside the EU/EEA or controlled by non-EU providers are used (e.g. particular survey or mailing platforms), any associated transfers of personal data will:

- be based on a valid **GDPR transfer mechanism** (e.g. **Standard Contractual Clauses (SCCs)** combined with appropriate technical and organisational safeguards), and
- be reviewed and approved through the responsible institution's **DPO/legal services** and reflected in the relevant privacy notices.

7.1 DMP Maintenance and Governance

The Data Management Plan is a **living document**. It will be:

- updated **in line with each periodic report** (interim and final), and
- revised **whenever major new datasets are created** or when significant changes occur in data management practices, repositories used or legal/ethical requirements.

Updates will be **coordinated by WP7 under Task 7.5 (DMP and data governance)**, led by **RUC**, in close collaboration with all work packages. Draft updates will be submitted to the **Project Board/Executive Board** for review and formal approval, ensuring that changes are consistent with the Description of Action, ethics requirements and institutional policies.

Through this governance structure, FoSSNet ensures that all national, funder, sectorial and departmental procedures for data management are respected, while keeping the

DMP current and aligned with the project's evolving portfolio of data and other research outputs.

8 Appendix



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8.1 Table: Origin, Transformations and Intended Re-users

Main dataset	Origin	Key Transformation Steps	Intended Re-users
Conceptual framework and mapping corpus (WP1 – D1.1–D1.3)	Re-use of existing academic and policy literature; new synthesis data generated through framework development	Systematic identification and screening of documents; structured coding and categorisation; aggregation into conceptual maps and visualisation tools; documentation of decisions in codebooks and protocols	Researchers in food systems science; research funders and policy makers designing research calls and strategies; civil-society networks working with food system transformation
Food systems research agenda datasets (WP4 – D4.1)	Mixed origin: systematic review of academic and policy agendas; web-scraped and informatics-based data from online sources; new survey responses from stakeholders	PRISMA-inspired screening and eligibility assessment; text mining and coding of agenda documents; cleaning and harmonisation of variables; descriptive and comparative analysis; anonymisation/pseudonymisation of survey data	Researchers and research organisations; European and national decision-makers and research councils; educators developing research-methods teaching; civil-society organisations interested in research priorities
Network and Knowledge Hub data (WP2 – D2.1–D2.3)	New data from workshops, social network surveys and knowledge-hub registrations; re-use of existing lists of centres and networks where available	Construction of node/edge lists; pseudonymisation of personal identifiers where required; calculation of social network metrics; cleaning and standardisation of institutional descriptors; documentation of methods and limitations	Researchers in network and innovation studies; decision-makers and knowledge-brokers designing food system science networks; civil-society platforms and living labs interested in connectivity and inclusiveness
Inclusion/exclusion and power dynamics in FOKIS (WP3 – D3.1–D3.x)	New qualitative and quantitative data from interviews, focus groups, workshops and surveys with researchers and stakeholders; limited re-use of existing contextual statistics where relevant	Audio recording and transcription; anonymisation and pseudonymisation; qualitative coding and thematic analysis; basic quantitative analysis of survey items; careful documentation of sampling and recruitment	Researchers in gender, inclusion and science studies; university managers and decision-makers shaping governance and equality policies; civil-society and professional organisations concerned with equity in knowledge and innovation systems
Higher Education food systems curricula database (WP5 – D5.2)	Mixed origin: re-use of publicly available course and programme information from HEI websites and catalogues; new survey responses and inputs from HEIs and educators	Structured data extraction; normalisation of institutional and programme fields; coding of learning outcomes and competencies (e.g. sustainability, systems thinking); data cleaning and deduplication; creation of a searchable database	Educators and universities revising curricula; students and early-career researchers; national and European decision-makers on higher-education policy; civil-society organisations and professional bodies promoting food systems literacy

DEC metrics, website and media interaction logs (WP6 – D6.1–D6.3)	New data from FoSSNet website analytics, newsletters, social media and event participation logs; possible re-use of baseline communication metrics from partner institutions	Automatic log collection via privacy-compliant tools; aggregation and pseudonymisation of interaction data where personal data are involved; cleaning and derivation of key performance indicators (reach, engagement, geographies, sectors); documentation of configuration and changes over time	FoSSNet partners and other researchers studying science communication; project managers and decision-makers designing future networks; educators and civil-society actors interested in open science and engagement practices
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8.2 Table: Initial FoSSNet Data Access Matrix

Data category	Examples	Access Level	Repository / Storage / Licence	Level of Openness
Anonymised coding tables and aggregated survey results	Anonymised D4.1 coding tables from systematic reviews; aggregated (non-identifiable) survey results from D4.1 and other WPs	Open	Zenodo (FoSSNet community); open licence (e.g. CC BY 4.0 or similar)	No embargo. Data released at or before publication of D4.1 and related articles. Individual-level identifiers removed or anonymised; free-text treated separately (see below).
Higher-education curricula matrix and HE database	HE curricula matrix and course/competence database underpinning D5.2 and related WP5 outputs	Open (for non-personal/public content); Restricted (for any internal HEI data that are not public)	Public part: Zenodo, open licence (e.g. CC BY 4.0). Internal/non-public inputs stored under restricted access in SharePoint or EduFrame/EIT Food.	Publicly available curricula, course descriptions and competence mappings will be shared in open form. Any institution-internal data or learner-level data will only be used in aggregate and remain restricted.
Generic dissemination, communication and engagement statistics (DEC metrics)	Generic DEC statistics (e.g. counts of visitors, downloads, geographical/sectoral distributions) underpinning D6.1, D6.3 and related WP6 reporting	Open (aggregated metrics)	Zenodo, open licence (e.g. CC BY 4.0); summaries may also be embedded in reports and on the FoSSNet website	Only aggregated, anonymised indicators (e.g. number of visits by country, types of stakeholder) will be released. Underlying raw log data remain restricted (see below).
Network indicators and pseudonymised graph metrics	Pseudonymised network indicators derived from D2.1 node/edge lists (where feasible without re-identification risk)	Open (pseudonymised derivatives); Restricted (full network data)	Open derivatives on Zenodo; full data in SharePoint under controlled access	Open versions will only include pseudonymised IDs and sufficiently aggregated attributes to prevent re-identification. Full network datasets with personal or institutional identifiers remain under restricted access.
Raw stakeholder notes from territorial laboratories and workshops	Laboratory notebooks, detailed field notes and internal workshop documentation from WP2/WP3 and other WPs	Restricted / closed	Secure internal storage with restricted access; no open licence (internal use only); access among consortium partners managed via SharePoint where relevant	These materials may contain contextual information that risks re-identification and/or include confidential stakeholder input. They will not be published as open data. Insights will be shared in anonymised, synthesised form through deliverables and publications.

Identifiable survey free-text and qualitative transcripts	Free-text survey responses; interview and focus group transcripts where individuals or institutions could be identified	Restricted / closed	SharePoint with two-factor authentication with restricted access or secure institutional storage; access only on justified request and with appropriate safeguards, if at all	Only appropriately anonymised excerpts may appear in publications. Full identifiable text will not be shared openly as a dataset. Any sharing will require additional assessment and, where relevant, ethics and DPO approval.
Mailing lists and contact databases	WP6 contact lists for newsletters, events and stakeholder engagement; mailing lists collected via the FoSSNet website	Closed	Managed within the communication infrastructure (e.g. institutional mailing tools, secure SharePoint) under strict access control; not deposited as open research data	Contact data are collected solely for communication and engagement purposes, under applicable data protection frameworks, and will not be shared as research data. Only aggregated statistics (e.g. number of subscribers) may be reported openly.
Matomo raw web analytics log files	Raw Matomo logs from the FoSSNet website (IP addresses, timestamps, user agents, etc.), where used	Restricted / closed	Secure server environment with restricted access; not released as open data	Raw logs are used only for technical monitoring and high-level analytics. They may contain (or be treated as) personal data. Only anonymised, aggregated statistics derived from these logs will be shared openly (see DEC metrics above).