



## **Implementation of the Data Seal of Approval**

The Data Seal of Approval board hereby confirms that the Trusted Digital repository LINDAT-Clarin - Centre for Language Research Infrastructure in the Czech Republic complies with the guidelines version 2014-2017 set by the Data Seal of Approval Board.

The afore-mentioned repository has therefore acquired the Data Seal of Approval of 2013 on January 10, 2014.

The Trusted Digital repository is allowed to place an image of the Data Seal of Approval logo corresponding to the guidelines version date on their website. This image must link to this file which is hosted on the Data Seal of Approval website.

Yours sincerely,

The Data Seal of Approval Board

## Assessment Information

Guidelines Version:	2014-2017   July 19, 2013
Guidelines Information Booklet:	<a href="#">DSA-booklet_2014-2017.pdf</a>
All Guidelines Documentation:	<a href="#">Documentation</a>
Repository:	LINDAT-Clarin - Centre for Language Research Infrastructure in the Czech Republic
Seal Acquiry Date:	Jan. 10, 2014
For the latest version of the awarded DSA for this repository please visit our website:	<a href="http://assessment.datasealofapproval.org/seals/">http://assessment.datasealofapproval.org/seals/</a>
Previously Acquired Seals:	None
This repository is owned by:	<b>Institute of Formal and Applied Linguistics, Charles University in Prague</b> <ul style="list-style-type: none"><li>• ÚFAL MFF UK (Linguistics) Malostranske namestí 25 11800 Praha Czech Republic</li></ul> <p>T +420 221 914 278 E ufal@ufal.mff.cuni.cz W <a href="http://ufal.mff.cuni.cz/">http://ufal.mff.cuni.cz/</a></p>

# Assessment

## 0. Repository Context

### Applicant Entry

*Self-assessment statement:*

UFAL (Institute of Formal and Applied Linguistics, Charles University in Prague) digital library is available at <http://ufal-point.mff.cuni.cz/>. The library has been developed by the UFAL IT department. We outsource neither repository nor any other connected service.

From the data producer point of view, the repository focuses on an easy-to-use user interface which allows for publishing data easily.

From the data consumer point of view, the repository offers advanced searching and browsing of the available resources. The submissions are regularly harvested by several other projects using OAI-PMH (OAI-ORE) protocol in order to offer additional ways to find the resources in the repository (see section 1) for more details).

From the data repository point of view, after submitting the data a complex curation platform is employed to assure quality and consistence of the data with the possibility to return the data to the submitter for additional changes. Data and metadata are regularly replicated at various levels to several different deposits ensuring robustness and sustainability (see section 6) for more details).

We follow the standard principles of a high quality digital repository like usage of PID (Persistent Identifiers), authorisation and authentication, sharing of metadata and data. The system is based on DSpace which tries to follow the OAIS (Open Archival Information System) reference model.

### Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

*Comments:*

**1. The data producer deposits the data in a data repository with sufficient information for others to assess the quality of the data, and compliance with disciplinary and ethical norms.**

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

**Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

In our complex curation framework with several editors, each submission is verified and validated using automatic tools and manually by a repository editor.

A submitter is an authenticated user either through Shibboleth (where we manage the list of IdPs - Identity Providers) or using a local account which is create only after validation. This ensures a basic level of trust which can be further increased if the submitter is from a list of “well known” submitters.

If the submitter is outside of the repository’s well known submitters, special care is taken to validate the input.

We encourage submitters to use open licences, such as Creative Commons, but for legacy and other exceptional reasons, we allow data to be associated with older types of public or private licences. This policy of maximal openness allows for any party to assess the scientific and scholarly quality of data as much as possible, which is common practice in the area of language resources.

We require a set of metadata attributes providing information about submitted data and the authorship to be filled-in. The submission cannot be completed unless all the required metadata is filled out. The required metadata are different for different types of submitted data (e.g., corpus, tool, language description).

During the process appropriate explanation, examples and suggestions are provided to the submitters in order to get high quality metadata.

During the submission process, the submitter agrees and accepts our policy leaving him the responsibility for the correctness of his/her submission, their legal status and accessibility and all related ethical issues, if any. Nevertheless, basic set of validation is done by our automatic tools and the editor responsible for particular submissions. The editor checks the quality of the content and if there are unclarities he/she either returns the data to the submitter for additional information or asks the research community connected with the repository (Institute of Formal and Applied Linguistics, Charles University in Prague) for help.

Each submission is given a PID and we strongly encourage people to use it when citing (see <https://ufal-point.mff.cuni.cz/xmlui/page/citate>). We support OAI-PMH, OAI-ORE and several other specific protocols of metadata and data sharing. We offer different formats from the standard dublin core to CMDI. We are currently regularly harvested by several institutions which reuse the metadata provided by our repository (e.g., <http://www.clarin.eu/vlo/>, Google Scholar) and are registered to different archive initiatives (e.g., <http://www.openarchives.org/Register/BrowseSites>). We allow for browsing and searching in the submission content using our internal search platform.

## Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## 2. The data producer provides the data in formats recommended by the data repository.

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### Applicant Entry

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

We show a recommendation to use standard formats when uploading files during submission workflow e.g., for language resources we show <http://www.clarin.eu/node/2320>. Usage of standardised formats is encouraged but not enforced. The validity is checked manually by an editor.

If the format is unknown, it must be well documented and the documentation must be either part of the submission or the metadata must contain a link to it. The repository automatically performs regular checks on the integrity and the file formats of data. The report is sent to the editors and administrators who keep track of all used formats. If there is a new emerging and more commonly used format, we can add it to the recommendation.

See <https://ufal-point.mff.cuni.cz/xmlui/page/deposit> for a description of the submission workflow from the data producer point of view.

### Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

*Comments:*

### **3. The data producer provides the data together with the metadata requested by the data repository.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

#### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

Data are submitted to the repository using a submission graphical user interface (see <https://ufal-point.mff.cuni.cz/xmlui/page/deposit>). The submission workflow consists of several steps where the data producer must enter mandatory metadata otherwise he/she is not able to process to the next step. There are exceptions when submissions can make sense without real data but in this case, the submitter must clearly state the reasons and link to the place where the data can be acquired. The input metadata format is hidden from the user in the graphical user interface.

Another option is to automatically import metadata (data) from repositories which support standard protocols for sharing (e.g., OAI-PMH, OAI-ORE, DSpace Archival Information Package).

We employ a complex set of automatic curation tools which report the quality of metadata regularly and in case of missing or invalid data, submissions are immediately removed and the author is asked for improving the quality of metadata.

During the submission we require that the user provides at least the following information:

type of the resource - currently allowing only 4 types (corpora, tools, language conceptual resources, language descriptions)

title

list of authors

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issue date

description

publisher

(if applicable) resource language(s) code(s)

contact person (the responsible person for the submission information) - at least surname and email

distribution information - access rights, license information, license restrictions, distribution media

content information - type of media (eg. text/audio/...), (if applicable) further classification of the resource (eg. ontology/thesaurus for lexical conceptual resources)

size information - size in bytes/words/n-grams/... (if applicable)

We are able to provide description of the resource as required by the (minimal) metashare schema (<http://www.meta-net.eu/meta-share/metadata-schema>) and/or our CMDI profile (schema) - [http://catalog.clarin.eu/ds/ComponentRegistry/rest/registry/profiles/clarin.eu:cr1:p\\_1349361150622/xsd](http://catalog.clarin.eu/ds/ComponentRegistry/rest/registry/profiles/clarin.eu:cr1:p_1349361150622/xsd)

## Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

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*Comments:*

#### **4. The data repository has an explicit mission in the area of digital archiving and promulgates it.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

#### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

We have an explicit mission to archive language resources from all around the world, both collected by associated researchers as well as researchers who are not affiliated with us. We promote this mission as much as possible in international conferences and on the repository web page. Moreover, we are in contact with many academic institutions in the Czech Republic providing them information and guidance about the repository.

This mission is supported by integration of the repository into the national and international CLARIN infrastructures (<http://www.clarin.eu/files/centres-CLARIN-ShortGuide.pdf>). As part of the CLARIN infrastructure, the repository is included by all promotional activities carried out at the national level of CLARIN-Lindat as well as the European level of CLARIN.

In addition to this, we promote our repository at conferences (national level) dedicated to data sharing e.g., <http://www.akvs.cz/aktivita/2012-seminar-dspace.html>.

The repository implements standard protocols for sharing metadata and data. Public submissions can be easily mirrored. Protected submissions can be mirrored after legal requirements are met. One of the case studies of mirroring submissions from our repository is mirroring to repository provided by META-Share project.

Link: <https://ufal-point.mff.cuni.cz/repository/xmlui/page/about>

#### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

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## **5. The data repository uses due diligence to ensure compliance with legal regulations and contracts including, when applicable, regulations governing the protection of human subjects.**

### *Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

## **Applicant Entry**

### *Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

### *Self-assessment statement:*

The repository is not a legal entity on its own but is a part of UFAL, Charles University. The repository requires submitters to electronically sign the right to archive the data and that the responsibility of the content lies with them.

After submitting an item, the editors validate the submission before making it public. The repository enables the submitters to restrict the access to their resources at various levels. This includes assigning licences to the submissions which must be electronically signed by authenticated users. The signature information is archived.

At the moment, UFAL distinguishes three types of contracts.

1) For every deposit, we enter into a standard contract with the submitter, the so-called “Deposition License Agreement”, in which we describe our rights and duties and the submitter acknowledges that they have the right to submit the data and gives us (the repository centre) right to distribute the data on their behalf.

2) Everyone who downloads data is bound by the licence assigned to the item – in order to download protected data, one has to be authenticated and needs to electronically sign the licence.

3) For submitters, there is a possibility for setting custom licences to items during the submission workflow.

We also offer an option to put embargo on submissions which means that the submissions will be archived but they will become publicly available after specific date.

Contracts are available at <https://ufal-point.mff.cuni.cz/repository/xmlui/page/about>.

## **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **6. The data repository applies documented processes and procedures for managing data storage.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

There are three crucial components of the digital repository at UFAL. The data and metadata of submissions, the digital repository software and the underlying OS (Operating System). Each component has specific backup policy.

At the infrastructure level, we have two components:

1) HA (High Availability) Application Cluster

Two application servers, with automatic failover, provide safe environment to run virtualized services. Service is defined here as the application and underlying operating system.

2) HA iSCSI (Internet Small Computer System Interface) Cluster

Data storage subsystem consists of two NAS (Network-Attached Storage) servers. Both are using RAID6 volumes (Redundant Array of Independent Disks; in this mode two disk drives can fail and data are still available). NAS servers are configured as HA iSCSI Cluster, with real-time replication and automatic failover.

We have two independent server rooms, every of them hosting one NAS server – Application server pair.

Dspace repository service (virtualized OS, Dspace application, Dspace repository data) is stored out of Application Cluster, directly on iSCSI Cluster. Single point failure at the iSCSI cluster does not affect running Dspace repository service instance at all. Single point failure of the primary application server will initiate reconnecting of the iSCSI share to another application server and restarting of the Dspace repository service.

iSCSI Cluster is configured to create complete data snapshot every Sunday and this snapshot is

prepared as the latest backup (online). We also use Bacula backup system to create differential weekly backup of those snapshots to the remote location. CESNET (Czech Education and Scientific NETWORK) provides us with a large data storage with HSM (Hierarchical Storage Management) and automatic data consistency validation services. Our differential backups are stored on a tape-tape device (data are stored with at least one duplicate on a different tape).

The policy described above applies for the digital repository and the data and metadata as well. In addition to it we define these policies.

The digital repository software source code is publicly available and is stored in multiple places on multiple machines. The content of the digital repository is backed up to the iSCSI HA Cluster every week (for the last month) including daily incremental updates mentioned above using standard backup tools and can be restored using automatic tools.

The data and metadata are backed up every week to the iSCSI HA Cluster having daily incremental updates.

All backups follow standardised ways of using MD5 checksums for determining the consistency and we use automatic monitoring tools at various levels.

The preservation policy relates to backup policies above and to the fact that our digital repository uses DSpace software which defines the preservation policy like this:  
<https://wiki.duraspace.org/display/DSPACE/EndUserFaq#EndUserFaq-HowdoesDSpacepreservedigitalmaterial?>.

## Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

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*Comments:*

## 7. The data repository has a plan for long-term preservation of its digital assets.

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### Applicant Entry

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

Our repository is based on DSpace repository system which is one of the leading software in this category. DSpace supports state-of-the-art preservation tools in various forms. From simple replication to standard backup formats and easily manageable collections. The metadata can be exported into many various formats suited for long time preservation including self describing ones like XML. Multilingual support is secured by using unicode at every level. The XML format is used at several occasions e.g., when exporting to specific CMDI (Component MetaData Infrastructure) profile or when archiving AIP (Archival Information Packages). The format validation is done regularly using external harvesting service (<http://validator.oaipmh.com/>); moreover, there are several institutions which harvest our repository regularly and these make the validation too.

As mentioned above, we support standard metadata/data sharing protocols (e.g., OAI-PMH, OAI-ORE, DSpace AIP) which allows for duplicating our repository easily. This has been proved by a use case to mirror the contents of our main repository in META-Share repository node.

We try to minimize the cases in which obsolescence of file formats occur in the near future by encouraging data submitters to use standardised formats. By enforcing a detailed and exhaustive documentation in case proprietary/"custom" formats are used we ensure long-term preservation sustainability. Thus it will, at least, be possible to specify and implement data converters.

After submission, the editors validate each submission and check the uploaded files. The editors also allow binary formats if the submitter provides good reasons. Automatic summary of the file formats present in our repository gives us a good overview of what file formats are really used.

Editors have several tools available which help them to validate the submission. Firstly, the submission metadata are listed and can be edited. Then, the standard DSpace curaton framework was made available (<https://wiki.duraspace.org/display/DSDOC18/Curation+System#CurationSystem-StarterTasks>) which include checks for known/supported file formats, required metadata, link checkers and our internal checks.

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Files are checked three times (not necessarily by editors). The file extensions (file format) is checked and marked whether it is supported, known or unknown. The file integrity is checked for several supported and known types regularly. Finally, md5 checksums are checked regularly to ensure the consistency of submission.

The item lifecycle is described at <https://ufal-point.mff.cuni.cz/repository/xmlui/page/item-lifecycle>.

## **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **8. Archiving takes place according to explicit work flows across the data life cycle.**

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### **Applicant Entry**

*Statement of Compliance:*

3. In progress: We are in the implementation phase.

*Self-assessment statement:*

The submission workflow is internally configured in our repository and the submitter goes through each of them. His work is finished when he submits the item. From this point, our editors get the submission. There are internal regulations how to proceed and deal with deposits. Moreover, we distinguish between known submitters and the rest where special care is taken to validate and verify submissions from all but known submitters. We have automatic tools helping the editors to verify and validate metadata and the integrity of the submitted data which are performed by every editor during the curation step and automatically at regular time intervals.

More details: <https://ufal-point.mff.cuni.cz/xmlui/page/deposit>

### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

Would be good to have the internal workflow for the editors documented and made available for review.

## **9. The data repository assumes responsibility from the data producers for access and availability of the digital objects.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

The author of the work will always remain the proprietor. The repository does in fact get a copy of which it must take good care, according to the terms of the licence contract and the terms and conditions for use. The licences with its full text must be signed at the end of each submission.

UFAL makes copies for backup purposes which are not publicly available. The management plan including the technical details are well described in section 6).

Our licensing policy is based on the licence selected by the submitter. Each licence can be either free, or a data consumer must sign it which means, that only authenticated users can access it after submitting a form where they agree to adhere to the licence. We keep track of those signatures and because the authenticated users must be real people this process is well defined.

In case of serious (very low probability) technical difficulties with main IT infrastructure, the archived data (safely mirrored to several places) could be easily imported into another instance of the repository available anywhere. There is an appointed person who can do this transition.

Crisis management concerning the availability of the digital objects is addressed on a technical level. Since a PID system is used in CLARIN, moving resources from one CLARIN resource center to another one is possible without affecting the validity of references (e.g. PID of a resources used in a paper). Our setup consists of virtual machines which may be moved to other CLARIN partners.

Our framework already uses duplication and migration of virtual machines in case of failure on the HW level locally at CLARIN-LINDAT center at UFAL). In this case (moving virtual machines locally), the procedure will not have any severe impact to user experience (live migration is supported). In case the machines need to be moved to other CLARIN partners a limited downtime will occur.

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## **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **10. The data repository enables the users to discover and use the data and refer to them in a persistent way.**

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

The repository provides various ways of utilising the archived data via online tools as well as by downloading the data in formats commonly used by the research communities. An advanced metadata search utility is provided, as well as a deep search tool for textual content on the repository page. The public submissions in repository are being indexed by google scholar. All metadata can be harvested e.g., via the OAI-PMH protocol and free data using the OAI-ORE protocol (unless copyright issues are resolved, than we can export all of the data).

Unique persistent identifiers according to the Handle system are provided for each archived object using EPIC handles.

Additional links:

<http://ufal-point.mff.cuni.cz/oai/request?verb=Identify>

<https://ufal-point.mff.cuni.cz/xmlui/>

### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## 11. The data repository ensures the integrity of the digital objects and the metadata.

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### Applicant Entry

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

MD5 checksums are calculated for all objects and checked periodically. The availability of files, web and application servers is monitored continuously. Once deposited, files in data sets can not be changed by submitter but only by administrators for e.g., typos in metadata (however, the importance and feasibility is being evaluated per case). This is also important for the assigned persistent identifiers; they always refer to the same content.

At the moment, if a submission is superseded by a new version the old one is withdrawn. This means that it cannot be searched for and that it is not displayed in any statistics. However, the PID url is working showing the submission as before with special metadata value shown (isreplacedby) which points to the new version.

### Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **12. The data repository ensures the authenticity of the digital objects and the metadata.**

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

After submitting data, producers do not have any other option to change the metadata but to directly contact the editors. As described in 11), for non trivial changes a new version of the submission is suggested.

For each change, the provenance metadata are stored including appropriate log messages.

As described in 1), the submitters can be only authorised people by well defined authorities e.g., eduGain using shibboleth.

### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

### **13. The technical infrastructure explicitly supports the tasks and functions described in internationally accepted archival standards like OAIS.**

*Minimum Required Statement of Compliance:*

3. In progress: We are in the implementation phase.

#### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

We rely on the group of emerging standards around CMDI (ISO-CD 24622-1) for metadata standards. With the use of the DSpace (one of the leading digital repository systems, <http://registry.duraspace.org/registry/repository/2326>) and the defined workflow supported by the repository's interface, the UFAL repository meets the requirements of OAIS as described below.

1) Ingest: The Submission Information Packages (SIPs) are received for curating and are assigned to a task pool where our curators can process them. There is a number of pre-configured supported SIP formats (see <https://wiki.duraspace.org/display/DSDOC18/Importing+and+Exporting+Content+via+Packages#ImportingandExportingContentviaPack>). However, the default way is that the ingestion process is done through our web based interface which hides the implementation details.

2) Archival Storage: After the Ingest step, one of our curator takes charge. Using the web interface, the metadata are updated (added, deleted, modified), the submitted bitstreams are validated. In general, the curators ensure consistency and quality of each submission. If curator approves an item, the Archival Information Packages (AIPs) is available.

3) Data Management: This function is executed during the creation of the metadata (descriptive, administrative and structural), as seen on the prior step.

4) Preservation Planning: As described in 6), we monitor and backup our system in several layers. More preservation details are described in 9). In repository context, each submission bitstream has md5 checksums which are regularly checked. There is a list of supported and known formats whose consistency are regularly checked using existing tools (e.g., integrity testing of bzip format is done using bzip -t).

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5) Administration: In general, there is no administration with Data Producer prior to submitting an item. We are open to all submissions which meet our standards (Data Producers must be authenticated which means they must have academic background or have verified local accounts). A contract is signed during the ingestion process. We have developed a specific robust administration interface including specific detailed reports on the contents of our repository.

6) Access: The available Dissemination Information Package types

<https://wiki.duraspace.org/display/DSDOC18/Importing+and+Exporting+Content+via+Packages#ImportingandExportingContentviaPac>

query responses and reports are delivered to CONSUMERS. Few submissions require authenticated access which is granted to academic users (through shibboleth) and locally registered users. Few submissions have their bitstreams available after specified date. DSpace allows for searching, locating and description of the information stored. All metadata are publicly available.

## Reviewer Entry

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **14. The data consumer complies with access regulations set by the data repository.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

An account is necessary to access protected data as described in 1). When an item is protected, the data consumer must sign the appropriate licence in order to be able to download the data. The metadata themselves are always public. In any case, we strongly encourage people to use CC licences.

Each submission is clearly marked with its licence and if the licence requires signature, only authenticated users can sign. We rely on the standard academic network which must assure that each authenticated user is a person. We offer local accounts too and in this case we perform the verification manually.

### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

**15. The data consumer conforms to and agrees with any codes of conduct that are generally accepted in the relevant sector for the exchange and proper use of knowledge and information.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

**Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

Data providers need to make sure that IPR and personal rights (e.g. mentioning of people in context with personal information or events in texts) are respected in their deposited data. Access to restricted resources are protected via authentication. The licence of each item is clearly visible.

If the licence is not adhered to, we can retrieve the exact dates and specific id's of people which have accessed the resources.

**Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*

## **16. The data consumer respects the applicable licences of the data repository regarding the use of the data.**

*Minimum Required Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

### **Applicant Entry**

*Statement of Compliance:*

4. Implemented: This guideline has been fully implemented for the needs of our repository.

*Self-assessment statement:*

The data consumer is made aware of usage restrictions using clear visual indicators (see e.g., <https://ufal-point.mff.cuni.cz/xmlui/handle/11858/00-097C-0000-000D-F696-9>). If the data are licensed with a licence that requires signing, the user is asked to electronically sign the licence before downloading

In case of misuse, the only thing that can be practically done is to deny the user further access to the repository and to make the research community aware of the misuse. Each signing is stored.

### **Reviewer Entry**

*Accept or send back to applicant for modification:*

Accept

*Comments:*