Research Data Management (RDM) Principles

The University of Luxembourg promotes responsible research data management, within a research ecosystem inspired by the FAIR principles, and in the spirit of Open Science, to advance knowledge, ensure integrity, maximise the value of research output and sustain long-term impact. These Principles affirm our shared commitment to responsible research data practices and sets out the values guiding the creation, stewardship, sharing, and preservation of research data across the institution and in collaborations.

GUIDING PRINCIPLES

EARLY PLANNING

A data management plan (DMP) is expected to be created at the outset of a project. Plans should evolve with the project, addressing data collection, documentation, storage, access, sharing and preservation.

PROTECTING DATA

Personal and sensitive data should be managed in compliance with ethical approvals, GDPR, and institutional policies. Safeguards should be proportionate to the sensitivity and risk level.

RESPECTING OWNERSHIP

Intellectual property, contractual obligations, and licensing requirements must be observed, including those of collaborative, funded, or externally partnered projects.

ENSURING QUALITY

Data should be documented with rich metadata and contextual information, to ensure datasets remain understandable and reproducible, supporting verification, reuse, and future research impact.

STORING SECURELY

Responsible data handling through the lifecycle, and institutional storage solutions should be used to safeguard against data loss, corruption or unauthorised access.

SHARING RESPONSIBLY

Data should be made openly available in trusted repositories whenever possible, without conflict with intellectual property requirements. Sharing must follow the FAIR principles (Findable, Accessible, Interoperable, Reusable), while respecting legal, ethical, and commercial constraints.

PRESERVING FOR THE FUTURE

Datasets of long-term value should be archived for at least 10 years after the end of the project, as required by the *UNI Records Retention* schedule, in line with disciplinary standards and funder requirements. Preservation ensures accessibility, authenticity, continuity, compliance, transparency, and future reuse.

COLLABORATING WITH SUPPORT SERVICES

Researchers are encouraged to engage with institutional RDM resources, including the library, research facilitators, data stewards, and other support services, etc. These services provide expertise to ensure compliance, efficiency, and best practice.

A shared commitment to a FAIR research ecosystem.

For more information and guidance on Research Data Management at the University of Luxembourg:

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