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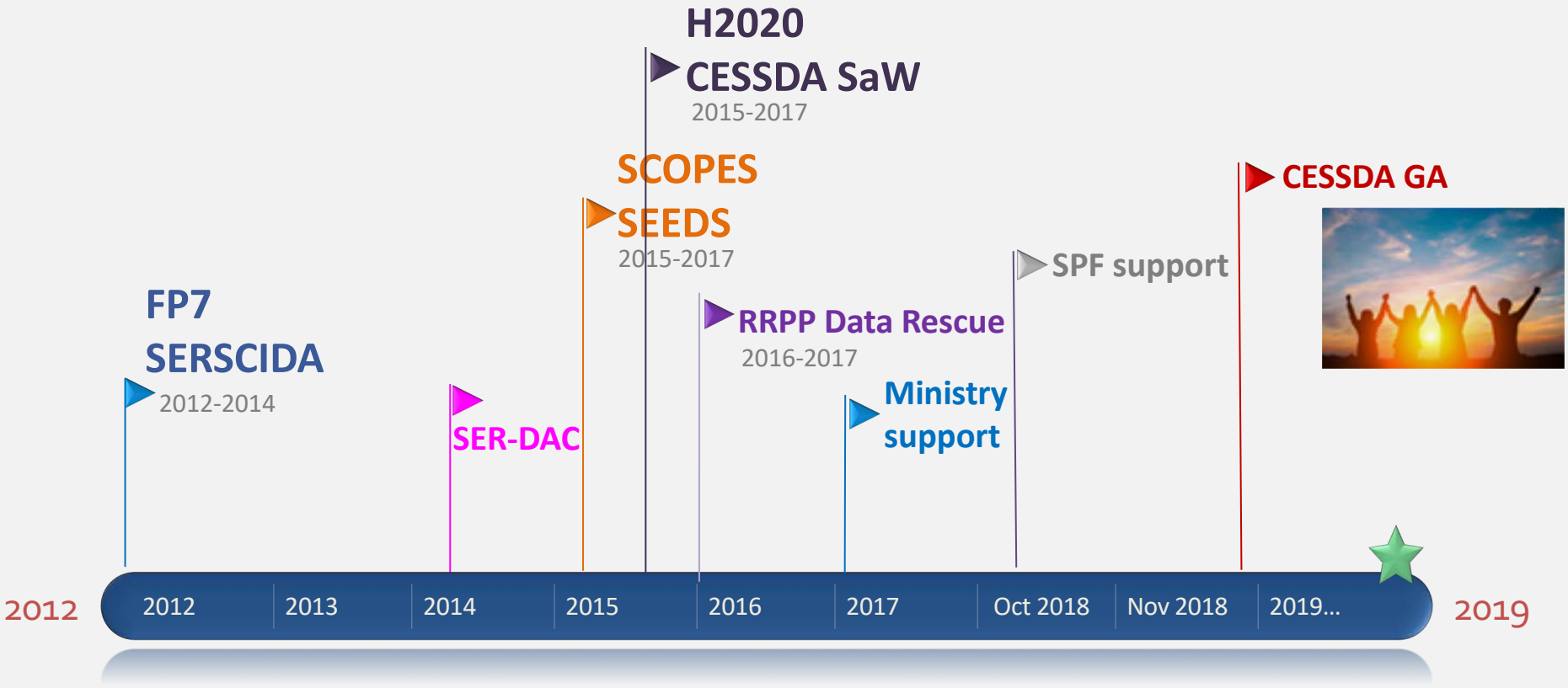
Serbian Data Centre in Social Sciences: In front of the CESSDA's door - experience and prospects for the future

Aleksandra Bradić-Martinović

CESSDA "Strengthening and Widening of the European Infrastructure of Social Science Data Archives"

Belgrade, 2018

Serbian Data Center in Social Sciences - Development



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Trust - trustworthy data repositories

- Perspectives:
  - What is important when you are a data depositor?
  - What is important when you are a data user?

- The ICSU World Data System (WDS) and the Data Seal of Approval (DSA) launched a new certification organization: **CoreTrustSeal**.

- CoreTrustSeal offers to any interested data repository **a core level certification** based on the DSA-WDS Core Trustworthy Data Repositories Requirements catalogue and procedures (**16 requirements**).

The process

- Repository needs to deliver:
  - Concise evidence statement for each requirement
  - Supported by documented evidence online

- CoreTrustSeal
  - Engage two independent Peer reviews from CTS organisations
  - Board decision

Compliance levels:

0 – Not applicable

1 – The repository has not considered this yet

2 – The repository has a theoretical concept

3 – The repository is in the implementation phase

4 – The guideline has been fully implemented in the repository

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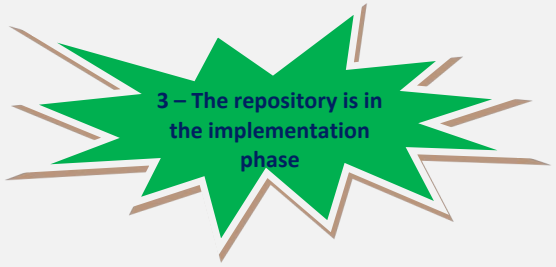
I. Mission/Scope

- R1. The repository has an explicit mission to provide access to and preserve data in its domain.

- **CESSDA SaW - 2017**
- Document: National development plans for data services in non-CESSDA member countries in the ERA

- SER-DAC: *The mission of the Serbian Data Center in Social Sciences is to support high-quality research, teaching and learning in the social sciences, by acquiring, developing and managing data and related digital resources, and by promoting and disseminating these resources as widely and effectively as possible.*



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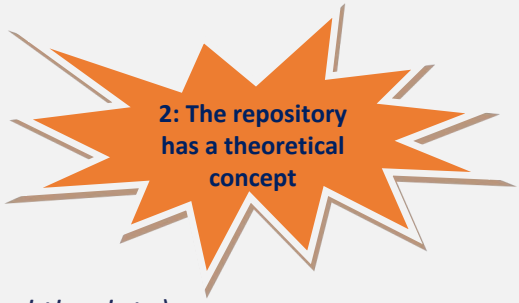
II. Licenses

- R2. The repository maintains all applicable licenses covering data access and use and monitors compliance.



- **SERSCIDA – 2013**
- Document: Policy and Procedures

- **Data deposit agreement**
  - *Respect national law on data protection*
  - *Cite the data source (including the institution and researchers that produced the data)*
  - *Use the data only for their own purposes*
- **End user license**
  - *To use the data cited above and related instruments only for scientific research and education within an academic framework, and for no other purpose*
  - *To use the data with respect to standard norms for data protection and confidentiality, and not to attempt to identify, individuals, households or organisations in the data*
  - *To quote all used documents according to scientific standards and to inform SR-SSDC of all publications based on this material…*

- **RRPP Data Rescue – 2016**
  - Document: Data deposit agreement – signed by each depositor (project leaders)

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III. Continuity of access

- R3. The repository has a continuity plan to ensure ongoing access to and preservation of its holdings.

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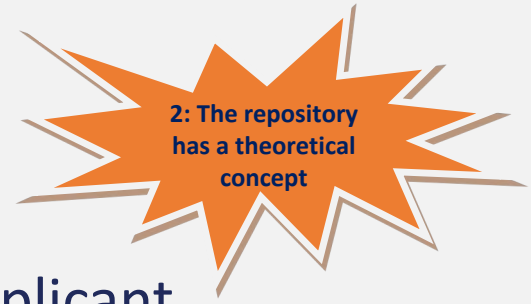
IV. Confidentiality/Ethics

- R4. The repository ensures, to the extent possible, that data are created, curated, accessed, and used in compliance with disciplinary and ethical norms.

- Data anonymization (**RRPP ingest phase**)
  - For repositories holding data about individuals, businesses, or other organizations, there are in addition expectations that the rights of the data subjects will be protected. These will be both of a legal and ethical nature. (Consent forms)
- Manage data with disclosure risk

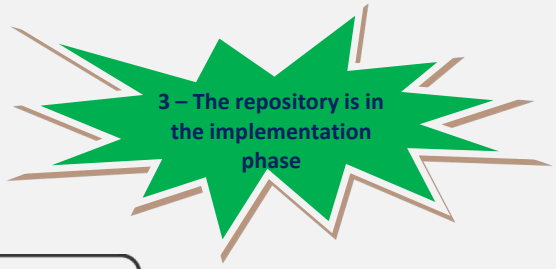


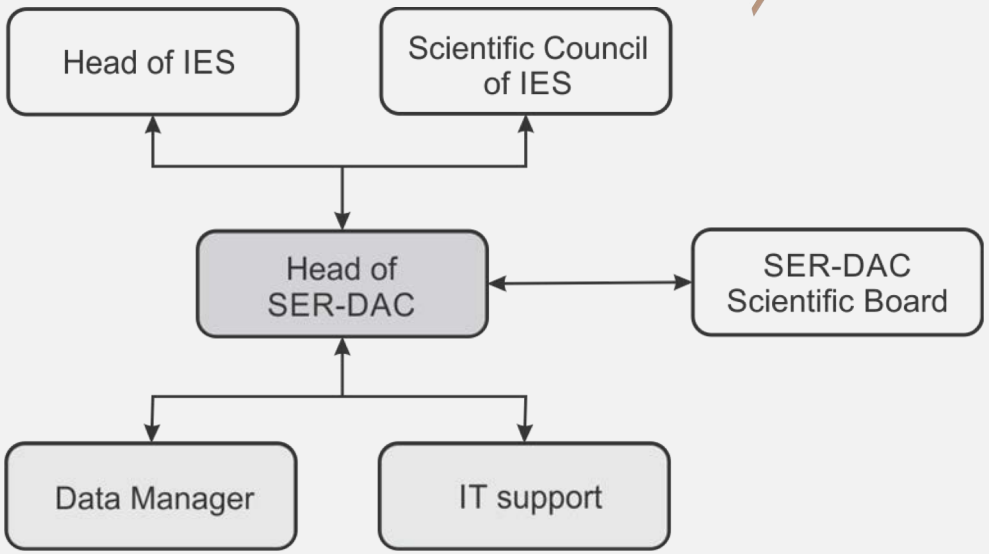
- Reviewers expect to see evidence that the applicant understands their legal environment and the relevant ethical practices, and that they have documented procedures.

V. Organizational infrastructure

- R5. The repository has adequate funding and sufficient numbers of qualified staff managed through a clear system of governance to effectively carry out the mission.

- **SERSCIDA – 2013**
- Document: Establishment Plan





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VI. Expert guidance

- R6. The repository adopts mechanism(s) to secure ongoing expert guidance and feedback (either in-house, or external, including scientific guidance, if relevant).

- **SEEDS - 2017**
- Document: Report on integration of technical system and Report on tool evaluation and selection
  - Starting point in the part 3 - Technical Specifications

- CESSDA membership
- IASSIST conferences (2013, 2016)

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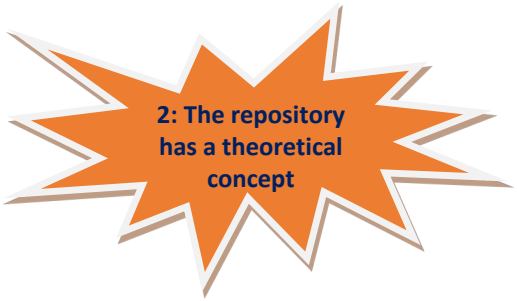
VII. Data integrity and authenticity

- R7. The repository guarantees the integrity and authenticity of the data.

- **SEEDS - 2017**
- Document: Report on integration of technical system

- **RRPP Data Rescue - 2016**

- Requirements:
  - Process
  - Tools

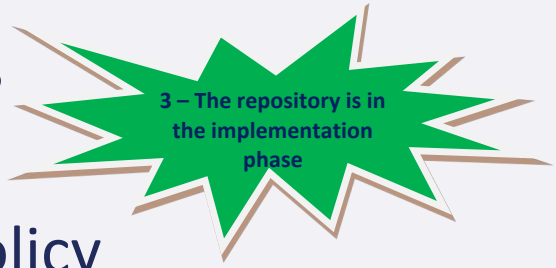


- **Conceptual Model and Workflow**
- **Ingest**
  - Archival Storage
  - Data Management
  - Administration
  - Preservation Planning
  - Access
- **Metadata Specifications**
- **Files and File Formats**
- **Technical Specifications**
- **Tools**
- **Communication**

VIII. Appraisal

- R8. The repository accepts data and metadata based on defined criteria to ensure relevance and understandability for data users.

- **SERSCIDA – 2013**
- Document: Policy and Procedures



  - Part 3.1: Collection development policy

- **CESSDA SaW – 2017**
- Document: National Development Plan

  - Part: Scope of collection

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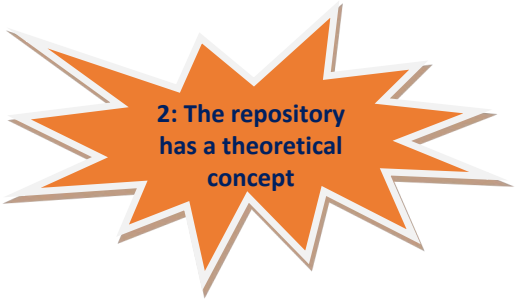
IX. Documented storage procedures

- R9. The repository applies documented processes and procedures in managing archival storage of the data.

- **SERSCIDA – 2013**
- Document: Policy and Procedures

SEEDS 2017

- Document: Report on integration of technical system



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X. Preservation plan

- R10. The repository assumes responsibility for long-term preservation and manages this function in a planned and documented way.

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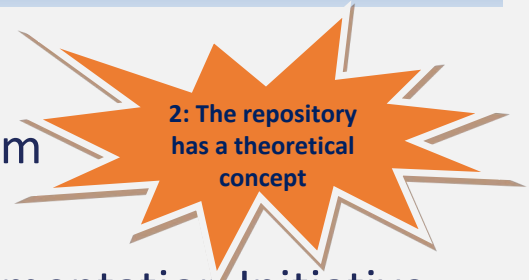
XI. Data quality

- R11. The repository has appropriate expertise to address technical data and metadata quality and ensures that sufficient information is available for end users to make quality related evaluations.

- **SEEDS - 2017**
- Document: Report on integration of technical system



- Metadata of a study will be described in Data Documentation Initiative (DDI) metadata specification, version 2.5. The DDI is designed to be fully machine-readable and machine processable. It is defined in XML, which facilitates easy Internet access. DDI Controlled Vocabularies2, CESSDA topic classification and CESSDA Controlled Vocabularies are planned to be used.

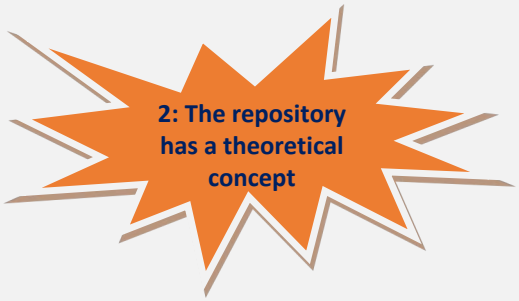
- **RRPP Data Rescue – 2016**
  - https://seedsdata.unil.ch/project/study-public-overview/218/0/

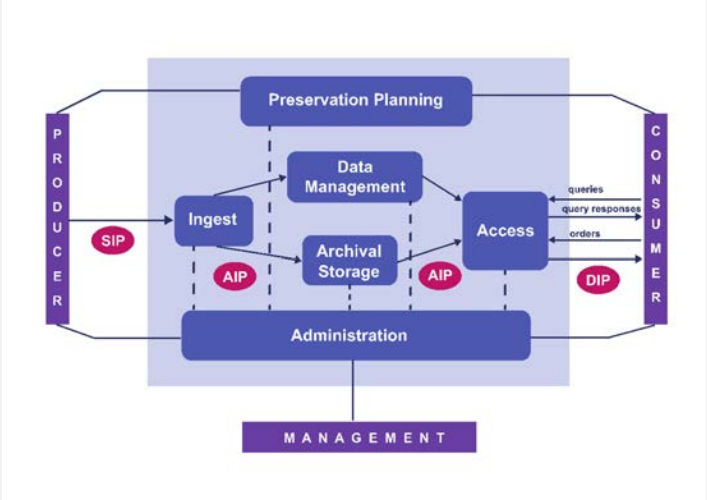
XII. Workflows

- R12. Archiving takes place according to defined workflows from ingest to dissemination.

- **SERSCIDA – 2013**
- Document: Policy and Procedures

- **SEEDS – 2017**
- Document: Report on integration of technical system
  - OAIS flow: Ingest phase (SIP), Archiving phase (AIP) and Dissemination phase (DIP)





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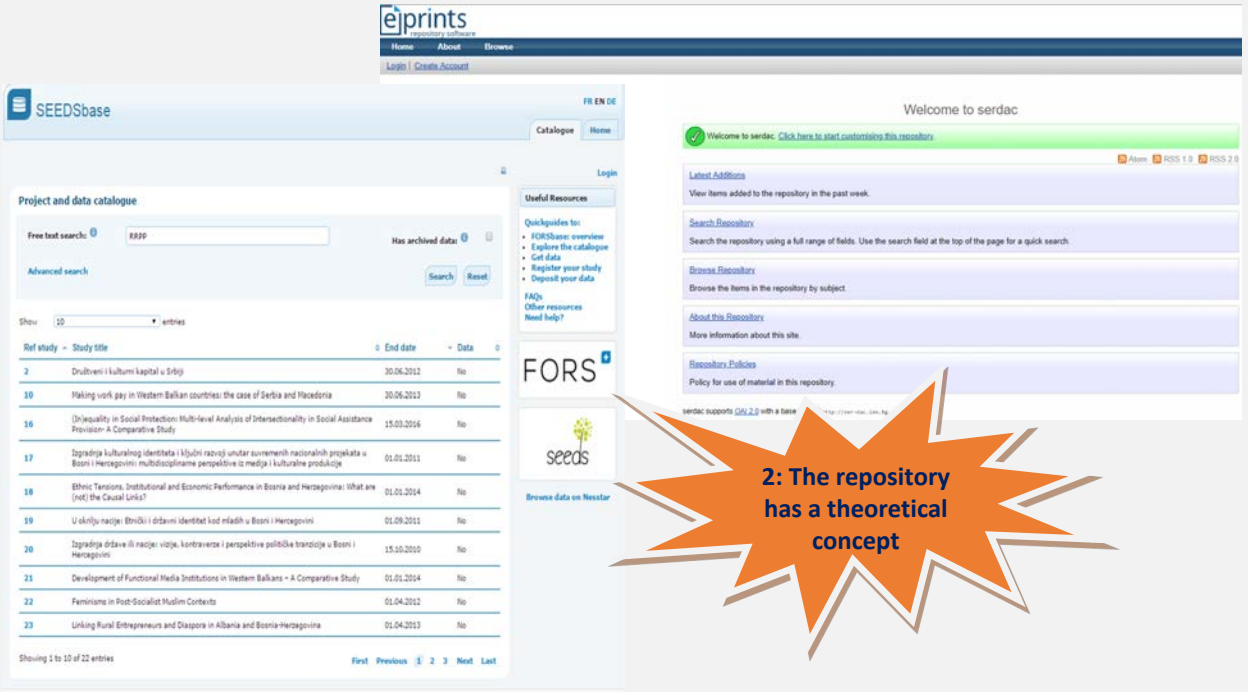
XIII. Data discovery and identification

- R13. The repository enables users to discover the data and refer to them in a persistent way through proper citation.

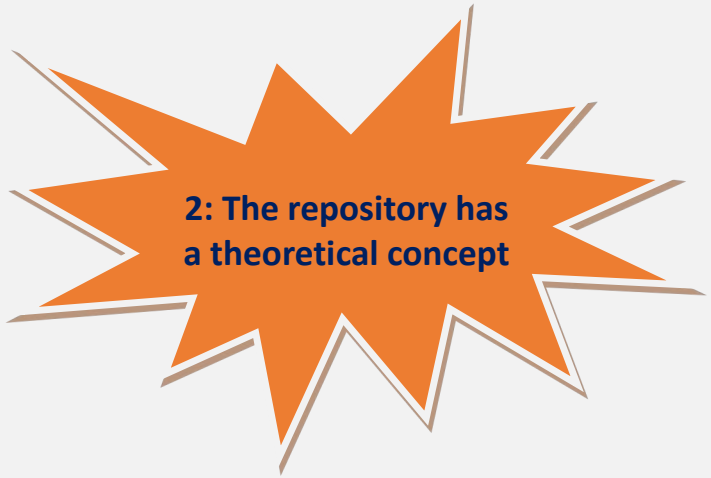
- **Platforms: CESSDA – Nesstar; SEEDS – SEEDSbase; SaW – Dataverse and locally – ePrints with ReCollect (poor metadata scheme)**



XIV. Data reuse

- R14. The repository enables reuse of the data over time, ensuring that appropriate metadata are available to support the understanding and use of the data.

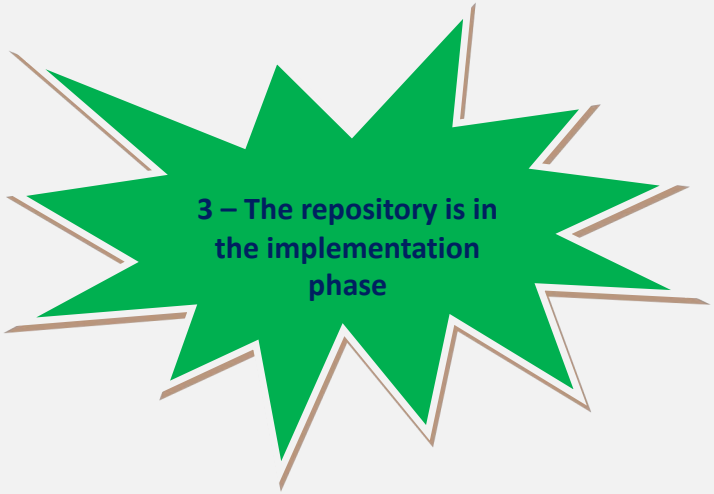
- **SEEDS -2017**
- **RRPP Data Rescue - 2016**
  - Document: Study description form



XV. Technical infrastructure

- R15. The repository functions on well-supported operating systems and other core infrastructural software and is using hardware and software technologies appropriate to the services it provides to its Designated Community.

- **SERSCIDA – 2014**
  - Server, Desktop computers, Lap top computers
  - Issue with data platform



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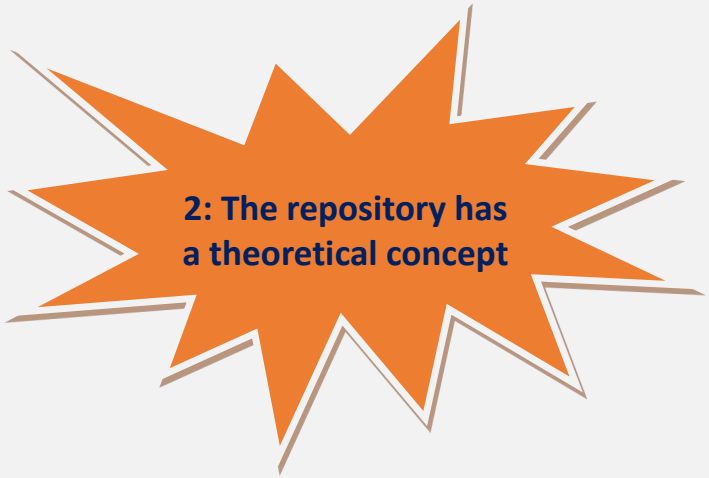
XVI. Security

- R16. The technical infrastructure of the repository provides for protection of the facility and its data, products, services, and users.

- **SEEDS - 2017**
- Document: Report on integration of technical system
  - General guidances



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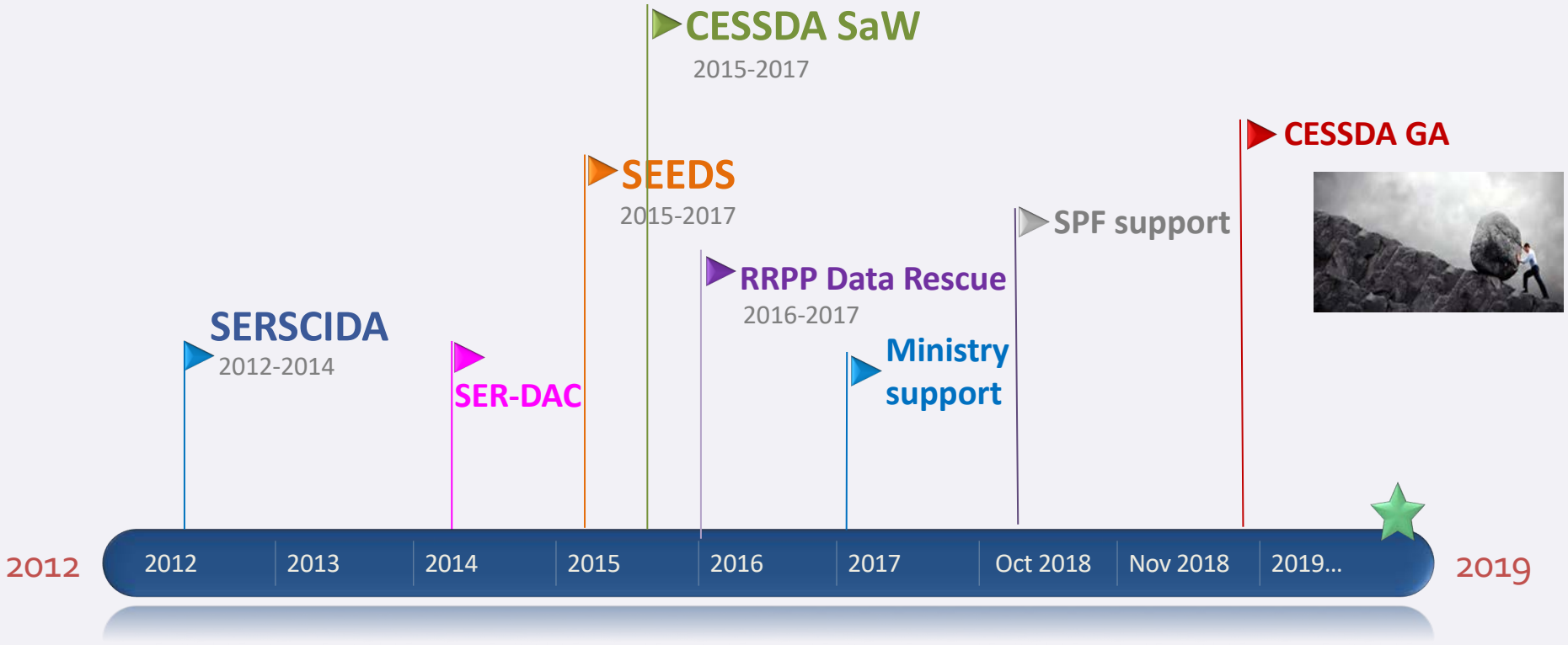

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