



D1.5 – Data Management Plan M17

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DOCUMENT CONTROL SHEET

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General information				
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Description of the related task and the deliverable. Extract from DoA	<p>Task 1.1 / 2.1: Project management</p> <p>The project manager and the coordinator are responsible for the coordination on behalf of the consortium with the strong support from experienced ICAMCYL project support team and the WP Leaders. The principles of project management, including IPR issues and decision-making procedures will be formalised in the CA. Scientific Technical Committee (STC) is the consulting body of the consortium for technological and scale units. TUKE is responsible for monitoring and guiding the project actions and ensures that quality of the work and required deliverables are of high level. The detailed Data management plan DMP (D1.1) will be published in M6 and regularly updated throughout the project. It will establish a baseline to regulate ownership and access to key knowledge (IPR, foreground, data security, ethics, etc.), in line with the FAIR principles and the D&E&C plan. After the KOM, a consortium meeting will take place every 6 months. However, to reduce travelling expenses and avoid interference with the onsite activities, on-site consortium meetings are reduced to KoM - MS1, M24 and M36- MS15.</p>			
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V1	29/09/2025	ZT, JJ	TUKE	Initial Draft
V2	30/09/2025	AD, MM	ICAMCYL	Draft Review

V3	13/10/2025	ZT, JJ	TUKE	Final
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EXECUTIVE SUMMARY

This Mid-Term DMP provides a detailed update on the management of data generated, collected, processed, and stored during the first 17 months of the WIDEX project (01/06/2024 – 31/10/2025). It remains fully aligned with the baseline principles established in D1.1, while introducing updated practices and procedures reflecting the progress achieved in data collection, storage, and governance. The main objectives of this Mid-Term Report are:

- To reflect the progress in data collection and management since the original DMP submission (30/11/2024).
- To provide updated procedures and guidelines for the secure handling, sharing, and reuse of project data.
- To ensure compliance with Horizon Europe FAIR principles, GDPR, and ISO 15489-1:2001.
- To document internal repository use, metadata standards, and workflow improvements that have been implemented during the first project year.

Compared to D1.1, repository structures have been optimized, metadata standards expanded, and GDPR compliance procedures further refined, leading to a more efficient, transparent, and secure data management framework across the consortium. Data management responsibilities have been clearly defined at partner level, ensuring consistent governance and data quality control.

Key Highlights of Mid-Term Updates:

- Repository structures optimized for findability and accessibility.
- Metadata standards applied to all new datasets for improved interoperability.
- Automated backups and cloud redundancy implemented for all critical datasets.
- Open access deliverables updated on the project website.
- Data collected from workshops, training sessions, staff exchanges, and experimental activities systematically documented.
- Procedures for handling personal and sensitive data refined according to GDPR requirements.

The final update will be delivered as D2.2 Data Management Plan (M36) in May 2027, providing a comprehensive overview of all datasets and ensuring full compliance with FAIR and open science principles at project completion.

ABBREVIATIONS AND ACRONYMS

Glossary	
Acronym	Meaning
C&D	Communication and Dissemination
CA	Consortium Agreement
CRM	Critical Raw Material
DMP	Data Management Plan
DoA	Document Agreement
FAIR	Findable, Accessible, Interoperable and Re-usable
GA	Grant Agreement
GDPR	General Data Protection Regulation
IPR	Intellectual Property Rights
R&D	Research and Development
RM	Raw material
SDGs	Sustainable Development Goals
STC	Scientific Technical Committee
TUKE	Technical University of Kosice
WP	Work Package

1. Introduction

1.1 WIDEX project overview

Green and sustainable recovery of critical raw materials (CRMs) is crucial for Europe's industrial and strategic needs. In line with the EU Green Deal and the European Critical Raw Materials Act (March 2023), the WIDEX project supports Europe's transition toward a circular and low-carbon economy by promoting responsible and efficient use of resources.

The WIDEX project focuses on:

- Advancing green and sustainable extractive technologies.
- Enhancing knowledge transfer and capacity building within TUKE.
- Reducing dependency on third countries by promoting EU-based CRM recovery.
- Supporting sustainable development aligned with EU Green Deal and UN SDGs, especially SDG12 (Responsible Consumption and Production).

These actions directly contribute to strengthening Europe's strategic autonomy and industrial resilience through environmentally responsible recovery of critical raw materials.

Since the start of the project on 01/06/2024, data relevant to the Mid-Term DMP have been generated through various project activities, including:

- Collection and processing of data during workshops, training sessions, and staff exchange programs;
- Generation of project documents and administrative materials for WP1 and WP2 (e.g., reports, activity plans, meeting minutes);
- Preparation of study materials and educational content for WP3, WP5, and WP6/7;
- Generation of data and materials for communication and dissemination activities in WP8 and WP9 (e.g., articles, presentations, online content);
- Recording of personal and contact data of project activity participants.

The data generated through these activities form the basis for monitoring progress, ensuring transparency, and supporting evidence-based management of the WIDEX project’s objectives.

1.2 Scope and objectives of the Deliverables

The Mid-Term Report aims to update the original Data Management Plan (D1.1), reflecting:

- The first 17 months of data generation and collection.
- Adjustments in repository structures and data handling protocols.
- Progress on open access deliverables and internal management documents.
- Improved FAIR compliance and data security measures.

1.3 WIDEX Consortium overview

The WIDEX Consortium has been constructed carefully considering the potential for knowledge transference in technologies and skills that are key to boosting TUKE’s capabilities and position within the European research environment. The consortium consists of eleven partners from eight European countries, Table 1.

Table 1: WIDEX Consortium Participants

Participants N°	Participant organisation name	Acronym	Country
1	TECHNICAL UNIVERSITY OF KOSICE	TUKE	Slovakia
2	FUNDACIÓN ICAMCYL	ICAMCYL	Spain
3	IBERIAN SUSTAINABLE MINING CLUSTER	ISMC	Spain
4	MNLT INNOVATIONS IKE	MNLT	Greece
5	FRAUNHOFER GESELLSCHAFT ZUR FORDERUNG DER ANGEWANDTEN FORSCHUNG EV	IKTS	Germany
6	IDENER RESEARCH AND DEVELOPMENT AIE	IDE	Spain

7	CONSENTIA	CON	France
8	LAPLAND UAS	LAPLAND	Finland
9	AVENIR ENERGIE ENVIRONNEMENT AVENIA (POLE AVENIA)	AVENIA	France
10	EIT RAW MATERIALS CLC East	EITRM	Poland
11	KOSICE REGIONAL GOVERNMENT	KSK	Slovakia

2. DATA MANAGEMENT PLAN

WIDEX project will make 18 out of 24 total deliverables available to the public, fulfilling the open access requirement of Horizon Europe funding programs. Project deliverables are categorized based on their nature, as defined by Horizon Europe:

- R: Reports and Documents (excluding periodic and final reports)
- DEC: This includes websites, patent applications, press releases, media content, and videos
- Data Management Plan (DMP)
- Ethics and Security Deliverables: These address ethical considerations and project security
- Other (as needed): This category covers any deliverables that don't fit into the above categories

Purpose of the data collection and relation to the objectives of the project

The data to be collected can be divided in two general categories:

- 1) Personal data: different mailing and attendance lists, as well as project partner contact lists.
- 2) Shared scientific data: information shared during workshops, training, staff exchange programs, and experimental activities. In line with D1.1, shared scientific data explicitly include:

- a) Experimental and observational data (*.txt, *.xlsx);
- b) Models and simulations;
- c) Scientific texts: manuscripts (*.docx, *.pdf);
- d) Presentations (*.pptx);
- e) Dissemination material: factsheets, images, videos...etc.
- f) Management documents: deliverables (*.docx, *.pdf).

Shared project data includes:

- Project documents and administrative materials for WP1 and WP2 (e.g., reports, activity plans, meeting minutes)
- Educational and training materials for WP3, WP4, WP5, and WP6/7

- Communication, dissemination, and industrial cluster activities for WP8 and WP9 (e.g., articles, presentations, online content, and support for the establishment of an industrial cluster around TUKE)
- Personal and contact data collected during project activities

Use and management of collected data

For internal communications between the members of the consortium, the Teams platform will be used as an internal interactive repository. This repository is divided according to the WP structure to exchange information, update documents, and facilitate collaboration and interaction securely. TUKE, as the coordinator of the project, is responsible for granting the appropriate permissions to the team members.

All confidential data is treated with extreme care and shared only within the consortium under NDA agreements when necessary. Anonymisation is the main strategy employed for handling personal data, as clearly stated in D1.1. Data is stored on secure servers with remote backup internal to the consortium members, who follow ISO9001 quality management systems for secure data handling, as indicated in D1.1.

During and after the project, selected data may be made available beyond the consortium, subject to partner agreement and IP protection rules. Non-confidential data are used for communication and dissemination purposes, shared digitally and physically to expand general knowledge of the project, and enhance TUKE's visibility.

Reuse of data

The WIDEX consortium currently does not reuse external datasets. Any future reuse of project-generated data will be documented and communicated.

Origin of data and ownership

Data is generated by project activities:

- Meetings: Discussions and presentations within the consortium
- Project management outputs: Reports, minutes, plans
- Educational materials: Documents, presentations, online content for WP3, WP4, WP5, WP6/7
- Dissemination materials: Articles, brochures, social media content for WP8 and WP9
- Multimedia resources: Images, animations documenting and communicating project achievements

Size of data

The expected size of data is currently unknown. WIDEX prioritizes a balance between storage efficiency and availability. Compressed formats (.zip, .rar) are used for sharing, while uncompressed versions are archived for backup.

Who uses the data

Data are used by consortium beneficiaries to achieve project objectives. Non-confidential data are published:

- On the project website (<https://widexproject.eu/>).
- In the MS Teams repository for consortium members.
- On CORDIS and other relevant public platforms.

All data ownership remains with the consortium; educational and project management data are controlled by TUKE and partners.

Protection of personal data

All partners handle personal data in accordance with EU, international, and national laws, especially GDPR (General Data Protection Regulation), and following the rules established in the CA.

Data Handling principles

- **Data Storage and Quality:** TUKE ensures preservation and quality of all project data.
- **Data Repository:** The MS Teams platform is used as a secure repository and workspace; access is limited to authorized members.
- **Data Privacy:** All personal data is handled according to GDPR; contact lists and other sensitive information are carefully managed.
- **Event and Activity Data:** Participants are informed about data usage and rights; only authorized individuals have access.
- **Data Sharing:** Shared educational or project data is anonymized when possible; identifiable data is shared only legally.
- **Data Storage and Identification:** All new data is stored in trusted repositories with unique identifiers to maintain integrity.
- **Ethical Considerations:** EU requirements for human participants are followed, including gender balance, vulnerable group protection, and sensitive information disclosure.

Personal data is primarily anonymized to ensure protection, and any dissemination of processed data complies with regulations.

3. FAIR DATA STRATEGY

The data produced during the project is fully compliant with the FAIR (Findable, Accessible, Interoperable, Reusable) principles and in accordance with the ISO 15489-1:2001 standard for information and documentation, records management, as well as the GDPR.

3.1 Making data findable

WIDEX project uses the MS Teams repository platform (Figure 1) for making research data findable in accordance with the Horizon Europe Open Access Mandate.

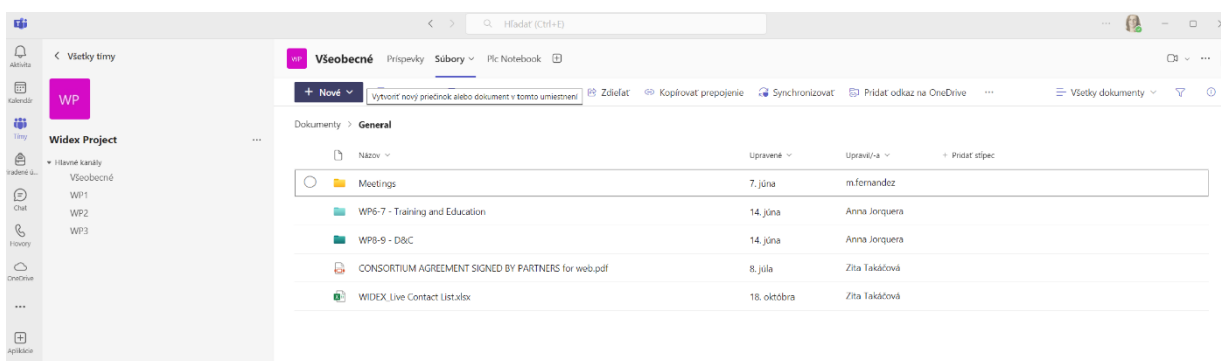


Figure 1: WIDEX Teams platform overview

This shared space is currently active and accessible to all consortium members, and the coordinator monitors the group to manage and grant access rights to team members (Figure 2).

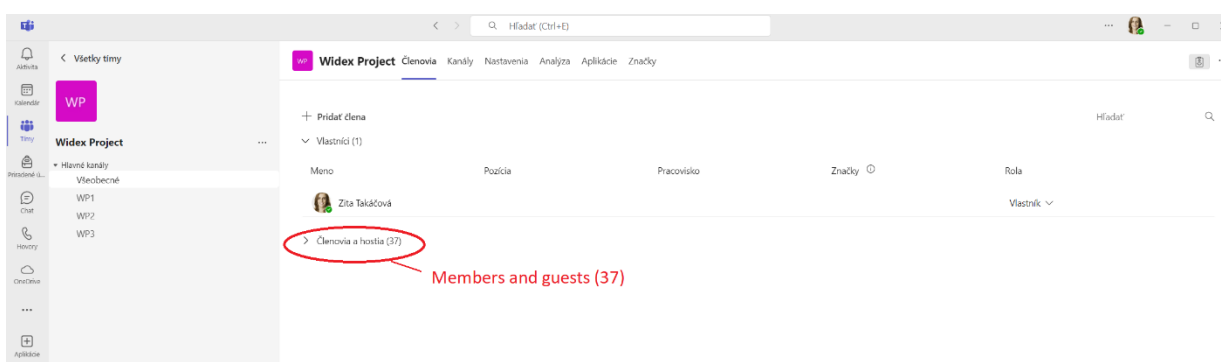


Figure 2: WIDEX project members management

Several arrangements are implemented to facilitate searching and reuse of data:

- Folders: The repository is structured into different folders according to the WP project structure.

- File names: Standardised naming is used, following the convention from D1.1: deliverable number (e.g., D1.5), deliverable title, and version (e.g., V1 draft, V2 draft, VF final).
- Deliverable names: Documents include deliverable number (per DoA), title (per DoA), and version number (starting from V1 draft to final version - VF).
- Other documents or reports: Contain information such as subject, version numbering, and conclusions at the beginning.
- Revision history tables (version/date/author/status) are included in all deliverables to track document evolution and ensure transparency.

Moreover, MS Teams provides a search functionality, making it easier to locate required documents.

The versioning and revision tracking is documented as shown in Table 2.

Table 2: Table of the history panel – example from D8.3: Preliminary Business Plan and Exploitation Strategy

Revision History				
Version	Date	Author	Organisation	Status
V1	10/10/2024	Ioannis Bellos	MNLT	Draft
V2	08/11/2024	Vasilios Skliros	MNLT	Draft
V3	9/11/2024	Ioannis Bellos, Vasilios Skliros	MNLT	Draft
V4	25/11/2024	Anna Jorquera, Catalina Hernandez Moreno	ISMC	Draft
V5	28/11/2024	Ioannis Bellos, Vasilios Skliros, Iakovos Yakoumis	MNLT	Final

Notes for versioning:

- Single-digit version numbers are used (e.g., V1 for first version).
- Date format: DD/MM/YYYY
- Reviewer and organisation listed
- Status: initial draft, draft review, final review

The coordinator is responsible for updating version numbers. All deliverables currently include a general information panel (Table 3). Data stored in this format follows FAIR principles due to proper documentation and description.

Table 3: General information panel in Deliverables

General information			
Work Package			
Deliverable			
Due Data	DD/MM/YYYY		
Submission Date	DD/MM/YYYY		
Deliverable Lead			
Dissemination Level		Public (PU)	Confidential (CO)
Document Nature		Report (R)	Other (O)
Description of the related task and the deliverable. Extract from DoA			
Authors			
Reviewers			
Status		Draft	Final

For proper development of the project, the C&D leads (ISMC) have published standardised templates, which are located on the active MS Teams platform and guided by the Results Exploitation and Dissemination Plan. These templates are part of D8.1 Preliminary Dissemination and Communication Plan, Task 8.1, originally uploaded to the EU Funding & Tenders Portal on 28th August 2024.

3.2 Making data openly accessible

Participants respect the confidentiality of all data, documents, or other materials (in whatever form) identified in writing as confidential during the implementation of the Action. Confidentiality is maintained throughout the project and as necessary thereafter.

All published data and other results are made available on the project website and, if the partners choose, on their respective websites. This includes deliverables, reports, and dissemination materials produced to date.

3.3 Making data interoperable

The level of interoperability of generated data remains high, as standard and widely used file formats are applied for documents, datasets, presentations, and other deliverables, in line with FAIR principles.

Due to the international composition of the consortium:

- English is used for all published and internally shared data.

- If other languages are used (e.g., interviews with local stakeholders), English transcripts or translations are provided to ensure full interoperability and understanding.

If any software products or models are created and published as open data, a clear specification of the required operating system is provided. The choice of operating system depends on the software architecture and built-in flexibility of the product.

For clarity, consistency, and alignment with D1.1, a glossary table (Table 4) is included at the beginning of each deliverable, listing abbreviations, acronyms, and key terms used.

Table 4: Glossary table provided in at the beginning of each deliverable

Glossary	
Acronym	Meaning

3.4 Increase data re-use

The results of the project are being made available to promote access in line with the FAIR principles. An analysis of sensitive data is carried out to avoid unexpected data leakage problems.

Project partners make maximum efforts to exploit the results directly or indirectly during the lifetime of the project and explicitly commit to continue exploiting and re-using the results for up to four years after the project’s end, during which time results may be re-used by third parties involved in the project.

Regarding the project website, reports and scientific articles are archived and remain accessible after publication. Social media accounts are actively maintained to reflect ongoing project activities and will clearly indicate the project’s completion while ensuring continued access to outputs and materials.

4. DATA SECURITY

For all data, each partner is responsible for ensuring secure storage and regular backup of its own generated data, following their ISO9001 quality management systems and internal preservation procedures. If these data are shared internally within the consortium, the owner of the data is also responsible for the methods used to share the information.

Anonymisation is applied as the default strategy for personal data. Ethical considerations, including gender balance, inclusion of vulnerable groups, and other ethical aspects, are taken into account in all data handling activities.

Data security measures include:

- Regular backups on secure institutional servers.
- Access control based on user permissions.
- Use of the MS Teams platform for internal sharing in a monitored environment.
- Compliance with GDPR, ISO9001 standards, and national security standards.

5.CONCLUSIONS

The DMP provides a comprehensive overview of the data that have been and continue to be generated, collected, shared, processed, and stored within the WIDEX project. It outlines the approaches applied to ensure that all project data comply with the FAIR principles – findable, accessible, interoperable, and reusable.

It also describes the measures adopted to guarantee data security, confidentiality, and compliance with GDPR, as well as the procedures for long-term preservation and availability of data beyond the duration of the project.

While D1.1 provided the baseline for data management, this D1.5 Mid-term update documents concrete improvements achieved in the first 17 months of the project, including repository optimisation, expanded metadata standards, cloud redundancy, and GDPR refinements.

The DMP is actively managed and regularly updated by TUKE, the project coordinator, to reflect the status of the project and the progress achieved. In this way, it remains a living document supporting effective data management, open science practices, and the overall impact of the WIDEX project.

At the end of the project, the DMP will be updated once more and submitted as deliverable D2.2 – DMP M36, which will represent the final version.