

DIGITAL MANUFACTURING AND PROOF-OF-PROCESS FOR AUTOMOTIVE FUEL CELLS

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DELIVERABLE REPORT

D7.2 – DISSEMINATION AND KNOWLEDGE MANAGEMENT PROTOCOL

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Work Package	WP7
Work Package Leader	PXO
Lead Beneficiary	PXO
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DISSEMINATION LEVEL

PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	
CO	Confidential, only for members of the consortium (including the Commission Services)	

NATURE OF THE DELIVERABLE

R	Report	X
P	Prototype	
D	Demonstrator	
O	Other	

<i>SUMMARY</i>	
Keywords	<i>Dissemination and knowledge management protocol</i>
Abstract	<i>This report presents the dissemination protocol for the DigiMan project, the procedure for “Open Access” to peer reviewed research articles, internal rules, information on support from the EU and FCH-JU members and the strategy for Knowledge Management within the project.</i>
Public abstract for the public website (only for confidential deliverables)	<i>As above</i>

<i>REVISIONS</i>			
Version	Date	Changed by	Comments
0.1	15 th May 2017	N. Cros (PXO)	1 st Draft
1.0	07/08/2017	R. Peart (IE) J. Pauchet (CEA)	Final version

D7.2 – DISSEMINATION AND KNOWLEDGE MANAGEMENT PROTOCOL (for the internal use of the DigiMan consortium)

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1. Scope & Dissemination Protocol

Dissemination of the results generated by DigiMan shall require the approval of the partners with the obligation to protect results (GA Article 27), the confidentiality obligations (GA Article 36), the security obligations (GA Article 37) the obligations to protect personal data (GA Article 39) and obligations of Dissemination (CA Article 8.4).

The procedure to request approval for publication of foreground is detailed below:

- 1) A partner wishing to publish its own results generated in the project shall, at least **45 days** prior to the presentation or publication, provide the relevant WP Leader with copy to the project coordinator (CEA) & technical coordinator (IE) (defined as Coordinator jointly below), and PXO with the:
 - Abstract of the proposed presentation (indicate conference name, date); or
 - Complete presentation material, in the case of a conference presentation that the partners have already agreed can be made; or
 - Manuscript of the proposed publication (indicate journal name); or
 - Other documents describing the results it is proposed to disseminate.
- 2) Partner or intranet administrator (PXO) shall upload the document(s) on the DIGIMAN intranet site (Project Shared Workspace) in a dedicated folder ("Items for Dissemination") of the Project Document Database.
- 3) Partner or intranet administrator (PXO) shall send an email notification to the Coordinator and all partners at least **45 days** prior to the presentation or publication indicating the date of document upload.
- 4) All partners have **30 days** from date of the email notification to raise any objection to publication. Any objection shall be in writing to the lead contact for the proposed dissemination item, with copy to the Coordinator. If a partner fails to raise any objections within the requisite time, they shall be deemed to have consented to the publication.
- 5) Any partner objecting to a publication shall demonstrate that its legitimate interests will suffer disproportionately great harm (*e.g. the disclosure would prejudice the protection of its own foreground intellectual property or would harm its academic or commercial interests in its own foreground or background*) and shall include a precise request for necessary modifications.
- 6) If any objections are received, then the parties involved shall discuss how to overcome the concerns and use best efforts to reach a settlement on a presentation or publication that is publishable.
- 7) Thereafter, the information is deemed publishable.

2. Procedure for "Open Access" to peer reviewed research articles

PROCESS

According to GA Article 29.2, authors must make their published work openly available either through:

1) **Open access publishing:** Deposit the typeset, copy edited etc. published article. This is only possible without infringing copyright in the case of "open-access journals" or when **Gold Access** has been purchased in the case of a standard publisher (Elsevier, RSC etc.) (Gold Access costs approximately 3000 USD or £2500). This is an eligible cost for the project (reimbursed at 100% under "Other").

Or:

2) **Self-archiving** - in an institutional (e.g. CEA-HAL) repository – "**Green access**": This is possible without infringing copyright in the case of papers published in "open-access journals" and of final accepted peer-reviewed manuscripts after a period of "embargo". If publishers' policies do not allow compliance with the grant agreement, the authors shall specifically request authorisation to self-archive prior to the end of the usual embargo period;

The repository must be institutional, not commercial.

Important: Authors must make their best efforts to ensure open-access to their articles within six months, and GA Article 29.2 says:

- If publishers' policies do not allow compliance with grant agreement, authors should negotiate an amendment or request an authorisation to self-archive within the specific embargo period
- If they cannot comply with the open access request, beneficiaries should inform the Commission and provide publisher's letter of refusal.

The open access mandate is comprised of two steps:

- depositing publications into repositories
- providing open access to them.

These two steps may or may not occur at the same time, depending on whether open access publishing ('gold' open access) or self-archiving ('green' open access) is used, and, in the case of self-archiving, depending on the embargo period (if any).

Step 1:

As soon as possible and at the latest on publication, deposit a machine-readable electronic copy of the published version or final peer-reviewed manuscript accepted for publication in a repository for scientific publications;

Step2:

Ensure open access to the deposited publication — via the repository — at the latest:

- on publication, if an electronic version is available for free via the publisher, or
- within six months of publication

Step3

Ensure open access to the bibliographic metadata that identify the deposited publication. The bibliographic metadata must be in a standard format and must include the following:

- the terms "Fuel Cells and Hydrogen 2 Joint Undertaking", "European Union (EU)" and "Horizon 2020";
- the name of the action, acronym and grant number; the publication date, and length of embargo period if applicable,
- and a persistent identifier.

Institutional Repository & EC repository

CEA: HAL

<https://hal-cea.archives-ouvertes.fr/>

L'archive ouverte pluridisciplinaire HAL, est destinée au dépôt et à la diffusion d'articles scientifiques de niveau recherche, publiés ou non, et de thèses, émanant des établissements d'enseignement et de recherche français ou étrangers, des laboratoires publics ou privés.

Translates to

The multidisciplinary open archive HAL is for the deposition and diffusion of published or unpublished scientific research, and thesis from French or foreign, public or private academic institutions and research laboratories.

Warwick University:

<http://wrap.warwick.ac.uk/>

The Warwick Research Archive Portal (WRAP) is the home of the University's full text, open access research content and contains, journal articles, Warwick doctoral dissertations, book chapters, conference papers, working papers and more. For the complete outputs from Warwick researchers please see the University of Warwick Publications service from the tab above.

OpenAIRE:

<https://www.openaire.eu/en>

*OpenAIRE aims to support the implementation of Open Access in Europe. It provides the means to promote and realise the widespread adoption of the Open Access Policy, as set out by the ERC Scientific Council Guidelines for Open Access and the Open Access pilot launched by the European Commission. OpenAIRE, a three-year project, will establish the infrastructure for researchers to support them in complying with the EC OA pilot and the ERC Guidelines on Open Access. It will provide an extensive European Helpdesk System, based on a distributed network of national and regional liaison offices in 27 countries, to ensure localised help to researchers within their own context. It will build an OpenAIRE portal and e-Infrastructure for the repository networks and explore scientific data management services together with 5 disciplinary communities. It will **also provide a repository facility for researchers who do not have access to an institutional or discipline-specific repository***

Conclusion

1. We can deposit the submitted version of our papers on a non-commercial (e.g. CEA-HAL) repository – no publisher restriction.
2. We can replace the submitted version by the author accepted final version after the period of embargo.
3. We can only ever provide access to the published version (Gold Access) of the paper by paying (or using an "open access" journal).

3. Internal rules

Publication Details

An electronic copy of published version shall be provided to the Coordinator within 2 months of publication, so it can be made available to the FCH2-JU.

Publication on DIGIMAN website & intranet

The abstract and publication reference shall be posted on the DIGIMAN public website, and an electronic version of the complete publication shall be uploaded to the DIGIMAN Project Shared Workspace.

4. Information on support from the EU — Obligation and right to use the EU emblem & acknowledgement sentence

In agreement with the article 29.2 of the FCH JU GA, unless the JU requests or agrees otherwise or unless it is impossible, any dissemination of results (in any form, including electronic) must:

- display the FCH JU logo (available on the intranet);
- display the EU emblem (available on the intranet) and
- include the following text:

“The research leading to these results has received funding from the Fuel Cells and Hydrogen 2 Joint Undertaking under grant agreement No 736290, DIGIMAN. This Joint Undertaking receives support from the European Union’s Horizon 2020 research and innovation programme, Hydrogen Europe and Hydrogen Europe research.”

5. Strategy for Knowledge Management

Knowledge management will be a routine item on the agenda at the 6-monthly face-to-face progress meetings where patent filing opportunities, the updating of exploitation plans and communication and dissemination opportunities will be discussed and agreed actions minuted.

A detailed understanding on approaches to knowledge management, intellectual property, access rights and confidentiality is included in the Consortium Agreement.

The consortium will implement an active patent and licensing policy, with partners accessing in-house patent expertise. Patentable inventions are expected from the project and the partners intend to protect commercially significant inventions. Intellectual property not considered suitable for patenting will be kept confidential within the requirements of the Consortium Agreement. Licensing of the technology to third parties outside the consortium will be assessed on a case-by-case basis.

The consortium has decided to opt out of the Pilot Action on Open Research Data, since results are fully expected to be commercially sensitive and industrially exploited and so data cannot be shared in an open repository.

In addition, the Knowledge Management strategy complies with the requirements for management of intellectual property as laid out in the Grant Agreement Article 23a and thereafter.