Research Data Management

The Research Data Management @ Harvard and Biomedical Research Data Management websites provide guidance and resources to help Harvard researchers manage their research data throughout the lifecycle of a project. A suite of online applications (Agreements/DUA, Data Safety, ESTR/IRB) was implemented to support management of these processes.

- Research Data Security
  - The Harvard Research Data Security Policy (HRDSP) addresses the need to protect confidential and sensitive research information. It provides guidance on proper management and stewardship of research data, inclusive of human subjects research, data exchanged pursuant to a data use agreement (DUA), and other data subject to foreign, federal or state regulations, sponsor requirements or intellectual property protections. Researchers must submit any use of "Sensitive" research data (per Harvard's Data Security Levels) in the Data Safety Application for security review by a local information security reviewer.
  - For more information see Data Security Levels – Research Data Examples.

- Data Use Agreements (DUAs)
  - A DUA is a written contract that outlines the terms and conditions of a data transfer between a provider and a recipient. The Negotiating Offices at Harvard, including the Office of Research Administration (ORA) at HMS/HSDM, are responsible for reviewing, negotiating, and signing all data use agreements once the appropriate Data Safety and IRB approvals are in place. Researchers are required to utilize the Agreements Application to request DUA review and signature.

- Data and Research Records Retention
  - A set of basic principles to guide the retention and maintenance by Harvard faculty and staff of essential research records and data that they create to support research findings, justify the uses of research funds and resources, and protect any resulting intellectual property.
  - For more information see Data Preservation and Disposal and Retention of Research Data and Materials.

- General Data Protection Regulation (GDPR)
  - GDPR requires security measures for processing data relating to an identified or identifiable individual located in the European Union, Iceland, Liechtenstein, or Norway.
  - For more information see OVPR's GDPR Research Guidance.

Questions? Contact the ORA Research Data Compliance Team at HMS.