UNIVERSITY POLICY AS REGARDS OPEN ACCESS TO RESEARCH OUTPUTS

Approved during the session of the Board of Directors of the 15 December 2022

The International Telematic University UNINETTUNO, by a resolution of the Board of Directors of the 15 December, 2022, approved the creation of a single database, named IRIS UNINETTUNO, of all the University's research publications, capable of interacting not only with internal systems, but also with external ones, with the aim of strengthening the visibility, dissemination and exploitation both nationally and internationally of the results of scientific research.

In the spirit of the Berlin Declaration on Open Access to Scientific Production, to which UNINETTUNO adheres, and in order to respond adequately to the provisions in this regard contained in European and National Scientific Research Funding programs and in the five-year research evaluation procedures defined by the supervising Ministry, Iris UNINETTUNO becomes the institutional repository of research publications aimed at promoting the realization of a process of transition to the open access paradigm through the development of tools of use, the provision of content, the creation and provision of metadata (i.e. bibliographical and work description), as well as the publication of full text on the web, where possible.

It is the obligation of all categories empowered by the governing bodies of the University to census their publications in Iris UNINETTUNO both for personal use and for the benefits that may accrue to the Institution.

Only publications surveyed from scratch or retrieved from earlier records and corrected in Iris UNINETTUNO may be used for internal or external research visibility purposes.

1. Policy on Metadata

As regards repository item information:

- Access to metadata is free on the Internet.

- Metadata are reusable by automated agents and search engines for noncommercial purposes as long as the OAI identifier or a link to the original metadata is indicated.

- Metadata should not be reused for commercial purposes without formal permission.

2. Policy on Data

As regards full-text or other deposited files:

- Internet access to the files contained in an item is determined on a case-by-case basis by the author who deposits them in Iris UNINETTUNO

- Full-text items, although freely accessible on the Internet:

  o   may be used for private, research or educational use, retaining unaltered any information As regards the authorship of the work and ownership of the copyright, bearing the author's full name, title and full bibliographical indication and URL address or link to the original item;

  o   may not be used for commercial purposes without prior formal permission from the intellectual property rights holder;

  o   may be temporarily reused by automated agents. Permanent reuse must be authorized by the International Telematic University UNINETTUNO

- The Iris UNINETTUNO repository is not a publisher, but an online archive.

3. Policy on contents

As regards the content types of the repository:
- IRIS UNINETTUNO is the institutional repository of the International Telematic University UNINETTUNO.
- In IRIS UNINETTUNO all research publications of the International Telematic University UNINETTUNO are registered by the authors.

4. Policy on registration

As regards registration, quality and copyright:

- The qualifications of authors who can register their publications in IRIS UNINETTUNO are defined by the University Governing Bodies:
  o   tenured professors and researchers;
  o   temporary researchers;
  o   non-tenured contract professors in other universities;
  o   assignees;
  o   doctoral students;
  o   grant holders;
  o   professors emeriti of the University
- Publications with multiple authors are registered in IRIS UNINETTUNO by one of the co-authors.
- The person responsible for the contents of individual items is solely the one who makes the registration, who is obliged to strictly comply with the national and international regulations in force, with particular regard to the legislation protecting intellectual property and the discipline

of copyright protection.

- The International Telematic University UNINETTUNO is not responsible for any mistakes or inaccuracies in the contents of IRIS UNINETTUNO, as well as for the consequences of the use of the information contained therein.

- The administrator of IRIS UNINETTUNO may take action on registered publications for the sole purpose of ensuring bibliographic quality and/or respect for the institution itself.

- Publications may be registered in IRIS UNINETTUNO at any time during the year.

5. Policy on storage

As regards storage:

- IRIS UNINETTUNO will strive to ensure the readability and accessibility over time of the items entered.

- IRIS UNINETTUNO is subject to regular back up of its files according to best current practice.

- As a rule, registered items cannot be removed from IRIS UNINETTUNO.

- The following fall under acceptable, but not exhaustive, reasons for removal:

  o legal reasons (whether the material breaks the law, contains plagiarism etc.);

  o the journal or publisher makes a reasoned request;

  o the author formally requests it.

- Changes to registered items are not normally allowed.

- Corrigenda within the original items are accepted.

- If necessary, an updated version of the items may be registered.

Attached is the outline of the waiver that categories empowered by the University governing bodies to censor their publications on Iris UNINETTUNO must accept.

FAC SIMILE OF IRIS UNINETTUNO WAIVER

UNINETTUNO INSTITUTIONAL ARCHIVE WAIVER FOR REGISTRATION AND ACCESS TO PUBLICATIONS (DESCRIPTIVE METADATA)

I, the undersigned (name) …………………………, (surname) .... , email ………………………………………………….., date of submission ……………………….

S T A T E

Under my own responsibility, that I am aware of the fact that:

1) The International Telematic University UNINETTUNO adhered to the "Berlin Declaration for Open Access to Scientific Literature" (https://openaccess.mpg.de/Berlin-Declaration);

2) The institutional repository for the publications of the International Telematic University UNINETTUNO was established, as per the resolution of the Board of Directors dated the 15 December 2022 named IRIS UNINETTUNO and established the obligation to census the data of publications in self-archiving mode;

3) the International Telematic University UNINETTUNO will archive the data provided, possibly adapting them or transforming them into formats, even different from those known, in order to assure their preservation and accessibility over time and may make the publication itself consultable according to the indications in point 9 of this statement through the institutional Open Access Archive, as well as on the MIUR/CINECA personal page.

S T A T E   L I K E W I S E

4) to sign and accept in full the clauses in the Waiver and Acceptance of the general conditions of use of the IRIS UNINETTUNO Institutional Archive contained in the University Policy as regards Open Access to Research Outputs;

5) to be the author of the publication entitled " "

6) that this is an original work created by the undersigned and does not in any way compromise the rights of third parties, including those relating to the security of personal data and/or the use of such data;

7) that I agree, as of now, to indemnify and hold harmless the International Telematic University UNINETTUNO from liability of any civil, administrative or criminal nature arising from claims and/or demands of third parties regarding the ownership of the work, the legitimate exercise of rights on the same and the making available to the public through the Web and/or the contents of the work itself;

8) that any responsibility of the University International Telematic University UNINETTUNO itself with regard to any mistakes, inaccuracies or omissions in the descriptive metadata (e.g. title, abstract, keywords, etc.) is to be excluded, and acknowledges that the uploaded data will automatically go to enlarge the IRIS UNINETTUNO Open Access Institutional Archive;

9) to be aware that upon completion of the data upload and as of the indicated date of public availability, the publication with the metadata, i.e., catalographic and work description, will still be made searchable on the web through the IRIS UNINETTUNO Institutional Archive;

10)   to be aware of the fact that International Telematic University UNINETTUNO reserves the right to modify, suspend or stop the service at any time, without anything being charged or requested to the same for any reason and/or title;

11)   to be aware that International Telematic University UNINETTUNO is not obliged to prepare or adopt any technological protection measures on behalf of the owner(s) on the publication, made available to the public through the site, such as, purely by way of example, anti-copy measures, of limitations on the possibility of printing, saving, etc.;

12)   to be aware that, as author, he is free to reuse the data provided to the archive in any place and in any way and that the inclusion of the data in the archive does not imply in any way the transfer of intellectual property rights on the same;

13)   to be aware that the requested data will be processed by the International Telematic University UNINETTUNO as data controller in compliance with the provisions of the European Regulation 2016/679 (GDPR). We invite you to read the information regarding the processing of personal data by consulting the website https://gdpr.eu/.

Date: …/…/…………

Signature: ……………………………………