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# Plan Overview

*A Data Management Plan created using DMPonline*

**Title:** Master thesis

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**Affiliation:** Delft University of Technology

**Template:** TU Delft Data Management Plan template (2021)

## **Project abstract:**

For my Master thesis I will interview 5-10 people active in the textile industry. They will be recruited via personal contacts of the graduation company (Rebel) and the researcher herself. Because of the COVID-measurements, the interviews will probably take place online via Teams. The interviews will be held to obtain a better picture of the textile reuse system in the Netherlands. The interviews will (hopefully) give insights into the following theme's:

1. Insight in the textile reuse system
2. Insight into stakeholders, their relations and dependencies
3. Consumer behaviour – purchase of reused textiles and textile disposal
4. Rebound effect
5. KPI's to measure the effects of reuse
6. Factors and relations that affect the impact of textile reuse

The interviews will take 60 minutes and will be semi-structured. During the interview the researcher will probe questions. The interviewees can answer these questions if they want to. They are not obligated to do so.

**ID:** 92047

**Start date:** 01-02-2022

**End date:** 01-03-2022

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# Master thesis

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## 0. Administrative questions

### 1. Name of data management support staff consulted during the preparation of this plan.

My faculty data steward, Nicolas Dintzner.

### 2. Date of consultation with support staff.

2022-01-28

## I. Data description and collection or re-use of existing data

### 3. Provide a general description of the type of data you will be working with, including any re-used data:

<b>Type of data</b>	<b>File format(s)</b>	<b>How will data be collected (for re-used data: source and terms of use)?</b>	<b>Purpose of processing</b>	<b>Storage location</b>	<b>Who will have access to the data</b>
e-mailadress for digital communication	e-mailadress	Outlook	communication	Outlook	The researcher (Britt Zandbergen)
Video-recording of interview	Mp4-file	Teams recording	transcript the interview, for non-verbal communication	One Drive	The researcher (Britt Zandbergen) and supervisor (Jaco Quist)
Pseudonymzed transcript of interview	docx	Transcription of MP4 file	Archive the transcripts for potential future research	One Drive	The researcher (Britt Zandbergen) and supervisor (Jaco Quist)
Netlogo model		Based on interview results and literature review	Simulating behaviour	One Drive	The researcher (Britt Zandbergen) and supervisor (Jaco Quist)
Simulation results	Excel	Based on Netlogo model	Studying behaviour	One Drive	The researcher (Britt Zandbergen) and supervisor (Jaco Quist)

#### **4. How much data storage will you require during the project lifetime?**

- < 250 GB

## **II. Documentation and data quality**

#### **5. What documentation will accompany data?**

- Data will be deposited in a data repository at the end of the project (see section V) and data discoverability and re-usability will be ensured by adhering to the repository's metadata standards
- README file or other documentation explaining how data is organised
- Methodology of data collection

The methodology will be described in the master thesis.

### III. Storage and backup during research process

**6. Where will the data (and code, if applicable) be stored and backed-up during the project lifetime?**

- OneDrive

### IV. Legal and ethical requirements, codes of conduct

**7. Does your research involve human subjects or 3rd party datasets collected from human participants?**

- Yes

**8A. Will you work with personal data? (information about an identified or identifiable natural person)**

*If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice. You can also check with the [privacy website](#) or contact the privacy team: [privacy-tud@tudelft.nl](mailto:privacy-tud@tudelft.nl)*

- Yes

Name, function, company name, e-mailaddress

**8B. Will you work with any types of confidential or classified data or code as listed below? (tick all that apply)**

**If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice.**

- No, I will not work with any confidential or classified data/code

**9. How will ownership of the data and intellectual property rights to the data be managed?**

***For projects involving commercially-sensitive research or research involving third parties, seek advice of your [Faculty Contract Manager](#) when answering this question. If this is not the case, you can use the example below.***

The datasets underlying the published papers will be publicly released following the TU Delft Research Data Framework Policy. During the active phase of research, the project leader from TU Delft will oversee the access rights to data (and other outputs), as well as any requests for access from external parties. They will be released publicly no later than at the time of publication of corresponding research papers.

**10. Which personal data will you process? Tick all that apply**

- Email addresses and/or other addresses for digital communication
- Names and addresses
- Signed consent forms
- Data collected in Informed Consent form (names and email addresses)
- Photographs, video materials, performance appraisals or student results
- Other types of personal data - please explain below

Job description, years of experience

**11. Please list the categories of data subjects**

Researchers within the Circular textile industry (Haagse Hogeschool, Milieu Centraal, D&B).

Employees/owners of a second-hand shop, vintage shop, second-hand platform.

**12. Will you be sharing personal data with individuals/organisations outside of the EEA (European Economic Area)?**

- No

**15. What is the legal ground for personal data processing?**

- Informed consent

**16. Please describe the informed consent procedure you will follow:**

All study participants will be asked for their written consent for taking part in the study and for data processing before the start of the interview.

**17. Where will you store the signed consent forms?**

- Same storage solutions as explained in question 6

**18. Does the processing of the personal data result in a high risk to the data subjects?**

If the processing of the personal data results in a high risk to the data subjects, it is required to perform a [Data Protection Impact Assessment \(DPIA\)](#). In order to determine if there is a high risk for the data subjects, please check if any of the options below that are applicable to the processing of the personal data during your research (check all that apply).

If two or more of the options listed below apply, you will have to [complete the DPIA](#). Please get in touch with the privacy team: [privacy-tud@tudelft.nl](mailto:privacy-tud@tudelft.nl) to receive support with DPIA.

If only one of the options listed below applies, your project might need a DPIA. Please get in touch with the privacy team: [privacy-tud@tudelft.nl](mailto:privacy-tud@tudelft.nl) to get advice as to whether DPIA is necessary.

If you have any additional comments, please add them in the box below.

- None of the above applies

**22. What will happen with personal research data after the end of the research project?**

- Personal research data will be destroyed after the end of the research project
- Anonymised or aggregated data will be shared with others

Pseudonymized transcripts will be shared with others (e.g., TU Delft data repository), job description and quotes will be used in the report.

**23. How long will (pseudonymised) personal data be stored for?**

- 10 years or more, in accordance with the TU Delft Research Data Framework Policy

Pseudonymized interview transcripts will be stored.

**24. What is the purpose of sharing personal data?**

- For research purposes, which are in-line with the original research purpose for which data have been collected

**25. Will your study participants be asked for their consent for data sharing?**

- Yes, in consent form - please explain below what you will do with data from participants who did not consent to data sharing

In this case, the interview transcripts will not be stored in a repository after the project.

## **V. Data sharing and long-term preservation**

**27. Apart from personal data mentioned in question 22, will any other data be publicly shared?**

- All other non-personal data (and code) underlying published articles / reports / theses

**29. How will you share research data (and code), including the one mentioned in question 22?**

- All anonymised or aggregated data, and/or all other non-personal data will be uploaded to 4TU.ResearchData with public access



**30. How much of your data will be shared in a research data repository?**

- < 100 GB

**31. When will the data (or code) be shared?**

- At the end of the research project

**32. Under what licence will be the data/code released?**

- CC BY

## **VI. Data management responsibilities and resources**

**33. Is TU Delft the lead institution for this project?**

- Yes, leading the collaboration

**34. If you leave TU Delft (or are unavailable), who is going to be responsible for the data resulting from this project?**

Master thesis supervisor Jaco Quist (J.N.Quist@tudelft.nl)

**35. What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?**

No additional resources needed