

D6.2

Data Management Plan, V1



int:net

Interoperability Network for
the Energy Transition

DELIVERABLE INFORMATION

Project	int:net
Deliverable ID & title	D6.2: Data Management Plan
Work package	WP6
Contractual delivery date	31.10.2022
Actual delivery date	25.10.2022
Lead organisation	BAUM
Security	P = Public
Nature	Other
Version	V1
Total number of pages	23

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The research leading to these results has received funding from the European Union's Horizon Europe Research and Innovation Programme, under Grant Agreement no 101070086.

ABSTRACT

This document is the first version of the int:net Data Management Plan (DMP) due in month 6 (October 2022). The document will be continuously updated with a second version in month 20 (December 2023) of the project. This deliverable describes and categorizes the used data in the project, including the work of the various work packages. With this deliverable a FAIR (Findable, Accessible, Interoperable, Reusable) data management is described and ensured. Also, the data security, the resources needed to guarantee the FAIR principles as well as ethical aspects are covered.

KEYWORD LIST

data management, data categories, fair principles

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EXECUTIVE SUMMARY

This deliverable describes the identified data categories used within the int:net project by the different project partners as well as ethical aspects and data handling requirements.

For the description of the data categories, each data set is broken down into the type of data and it is explained for what purpose the data is collected or generated. The source of the data is evaluated, and the confidentiality assigned. For cases of publishing project outcomes, for instance data sets, also the usefulness to external parties is explained and if already known repository named. At this stage of planning, however, not more details are available.

For ethical data handling and collection, relevant local, national, and international regulations, laws and agreements must be investigated and observed. This document is the first step to develop plans to obtain and document the informed consent of stakeholders regarding the use of their personal data. With these points in mind, the int:net project is carefully considering how it will handle any personal data we might use during the project.

At the date of writing this report, all work packages are at an early phase in the planning of their data requirements or have not started their work yet. Detailed planning of the data use aspects will be undertaken during the first year of the project and the monitoring of the ethical use of the field trial data will continue during the project lifetime.

Therefore, an updated version of this deliverable will be released in project month 20.

CONTENTS

Executive Summary	4
1 Introduction	6
1.1 Objectives of the work reported in this deliverable.....	7
1.2 How to read this document	7
2 Data summary	8
2.1 Data set 1: Personal Data.....	9
2.2 Data set 2: Collection of interoperability initiatives and networks	10
2.3 Data set 3: Use case repository	11
2.4 Data set 4: Data(base) of Interoperability Testing Facilities	12
2.5 Data set 5: Data(base) for tracking interoperability maturity.....	13
3 Allocation of resources	14
4 Data security	15
5 Ethical aspects and the int:net policies related to data handling	16
5.1 EU legislation related to our work.....	16
5.2 Ethical Self-Assessment as made in the Description of Action.....	16
5.2.1 Ethical dimension of the objectives, methodology and likely impact	16
5.2.2 Compliance with ethical principles and relevant legislations.....	17
5.3 Implementing the int:net policy on personal data and privacy	17
5.4 Handling of personal data for project platform, workshops and events.....	18
5.5 Handling of personal data for project mailing lists.....	18
5.6 Handling of personal data collected as part of surveys conducted by int:net	18
6 Time plan for updates	20
7 List of Tables	21
8 List of Abbreviations	22

1 Introduction

The int:net project will foster the harmonisation of interoperability activities on energy services throughout Europe by forming an interdisciplinary network of stakeholders, which will engage in a constant exchange on the topic during the project period and beyond. Int:net specifically will impact the interoperability landscape for energy services by pursuing several objectives over the course of the project. The first objective is to establish and maintain a common knowledge base for interoperability actions and best practices in Europe to increase interoperability of energy services, data, and platforms, both at the function and business layers. As the second objective, int:net strives to ensure continuity of the ongoing interoperability of energy services related activities by developing an interoperability assessment methodology and the related Interoperability Maturity Model (IMM) with a particular focus on European style energy services. Additionally, int:net plans to support and disseminate a common framework for testing interoperability by harmonising testing procedures and creating a self-sustained and formally institutionalised distributed network of interoperability testing labs. Last but not least, int:net wants to ensure horizontal coordination and support, sustainable up-take of the energy services related to interoperability, data spaces and digital twins by actively involving legal and regulatory framework setters in cross-domain modelling and interoperability testing exercises (e.g., connectathons), cross-fertilisation process for existing regional testing infrastructures, and being part of initiatives external to the project like Gaia-X or OPEN DEI. To be able to reach these goals, various data sets need to be processed, such as personal data from interested persons as well as data from initiatives, use case repositories and testing facilities. At the end of the project, the int:net community forming the European interoperability ecosystems with a community platform and formal institution needs to be self-maintained in the long term.

The Data Management Plans (DMP) is a formal description of the procedures of data handling during and after a project. A DMP describes the data management life cycle for the data to be collected, processed, and/or generated. Since int:net participates in the Open Research Data Pilot (ORDP) of the Horizon Europe framework program, a DMP is required. By providing an assessment of data used in a project and a structured approach for aspects as naming conventions, metadata, and versioning, the DMP should also support data quality, efficient processing and sharing of data and to ensure it is soundly managed.

As part of making research data findable, accessible, interoperable, and re-usable (FAIR), the DMP should include information on:

- the handling of research data during and after the end of the project;
- what data will be collected, processed and/or generated;
- whether data will be shared/made open access and
- how data will be curated and preserved (including after the end of the project).

All data will be treated according to EU legislation, and respective national laws.

1.1 Objectives of the work reported in this deliverable

The int:net DMP is submitted in month 6 of the project. The objective of this deliverable is to identify the datasets which are applied in the int:net project. It describes how these datasets will be processed and shared to support the Horizon Europe Open Research Data Pilot during the project's development and after the project's conclusion.

1.2 How to read this document

This document can be read independently of other int:net deliverables.

2 Data summary

The int:net project strives for a consistent and transparent data management. This will support the project management as well as assist the cooperation between the project partners. With a forward-looking data management, the exploitation of the project is facilitated for the project partners as well as of all potential external beneficiaries like research institutes, universities, or R&D departments of companies.

Due to the heterogeneity of the data, which is to be collected and generated within the int:net project, this chapter is structured by a differentiation of the data in data categories. This allows a detailed assessment of the data collection and generation as well of issues of data privacy and security for each dataset.

The following sections of this document will present the datasets or categories that have been identified already in the project planning phase as well as discussions among partners to appear in the int:net project:

1. Personal Data
2. Collection of interoperability initiatives and networks
3. Use case repository
4. Data(base) of Interoperability Testing Facilities
5. Data(base) for tracking interoperability maturity

As of now, the first data set only relates to personal data and is considered confidential and will not be published. The eventual status of the remaining four datasets has not been decided so far.

All partners of the project consortium support the policy of open-source approaches. If possible, work and results will be published in an open-source manner. Publishable datasets will be considered to be published on open data platforms in addition to the int:net platform.

Document collections such as OpenAIRE and Zenodo will be considered for the publication and collection of int:net reports, results, research papers, etc.

2.1 Data set 1: Personal Data

Table 1: Descriptions of the data set “Personal data”

Factsheet for dataset 1	
Dataset name	Personal data
Dataset description (general description, type of data)	<p>These data will be collected for the int:net knowledge exchange platform (a subsection of the int:net network platform as backbone to the interoperability ecosystem) and of stakeholders of the project by BAUM. It includes participant's:</p> <ul style="list-style-type: none"> • Name, surname, title • Contact information incl. company • Field of expertise and other contextual details • Date and time of registration • Organisational data, such as event where person signed up, etc.
Purpose of data collection/generation, relation to project objectives (Why is the data needed?)	<ul style="list-style-type: none"> • The personal data used for registering in the int:net platform is needed to keep members updated on developments around the int:net project and beyond. • BAUM collects personal data to invite for events such as workshops or conferences and for continuously providing information related to the project for interested parties (separate consent will be asked).
Source of the data (e.g., data from predecessor projects or from other business activities, system or database from which the data is extracted)	<ul style="list-style-type: none"> • Platform members will be asked to provide the needed data when registering to the int:net knowledge exchange platform. • Mainly BAUM will collect personal data at exhibitions, trade shows, and other relevant events.
Format of the data (e.g., database format like .csv, .xml)	<ul style="list-style-type: none"> • As the int:net platform setup is still under discussion, the final format of the data is not yet decided. • BAUM will store the personal data in an CSV format.
Data security and privacy (publishable or confidential?)	These data are strictly confidential and will be treated as personal data under European and national laws for personal data protection.
Data utility, usefulness to external parties (To whom external might the data be useful e.g., for research?)	Personal data is confidential and will not be published.
Availability (long-term storage) (If the data is published, where will it be published and for how long)	These data are strictly under personal data protection (European and national laws). The detailed description of the handling and protection of customers' personal data is presented in Chapter 5 of this report.

2.2 Data set 2: Collection of interoperability initiatives and networks

Table 2: Descriptions of the data set “Collection of interoperability initiatives and networks”

Factsheet for dataset 2	
Dataset name	Collection of interoperability initiatives and networks
Dataset description (general description, type of data)	The interoperability initiatives and networks will be collected as an overview of all coordinated activities around interoperability known to int:net project partners and their networks. The possibility for stakeholders to enter data is currently under discussion. Per initiative a dataset will be generated including several data points per set, which are still under discussion.
Purpose of data collection/generation, relation to project objectives (Why is the data needed?)	The objective is to collect, analyse and categorise the initiatives in order to provide a comprehensive overview of existing initiatives to partners and external users and find the most appropriate ones easily.
Source of the data (e.g., data from predecessor projects or from other business activities, system or database from which the data is extracted)	The interoperability initiatives and networks will be collected from all project partners under coordination of WP1. In close coordination with WP5, the data will find its way into the int:net platform and be updated over the course of the project within the work in WP5, if updates are needed.
Format of the data (e.g., database format like .csv, .xml)	In a first step, the data will be collected in an CSV (resp. XLS) format. In the second step, it is planned to introduce this data into a repository as a subsection of the int:net network platform.
Data security and privacy (publishable or confidential?)	The data sets about the initiatives themselves are being considered as publishable as long as personal data is excluded. Handling of names and contact details about possible contact persons as well as contact persons from int:net project side is described in data set 1 about Personal data.
Data utility, usefulness to external parties (To whom external might the data be useful e.g., for research?)	All the data within this data category will be useful for other parties active in the field of interoperability of smart grids. The database will provide a way to filter and find the use case repositories that match the external party's needs.
Availability (long-term storage) (If the data is published, where will it be published and for how long)	It is planned to introduce this data into a repository as a subsection of the int:net network platform. It is not yet decided if the repository will be accessible without being registered to the int:net network platform. Still, it is planned to be made available without charge. As the projects aims at developing an ecosystem for interoperability able to live on and prosper after the end of the project, the data will be available at least as long as the network is alive. The data will move to the party managing the int:net ecosystem after the end of the project.

2.3 Data set 3: Use case repository

Table 3: Descriptions of the data set “Use case repository”

Factsheet for dataset 3	
Dataset name	Use case repository
Dataset description (general description, type of data)	Public Use Case repositories will be collected in the field of Smart Grids. The data will contain a description of each repository with the use cases as well as categorization covered.
Purpose of data collection/generation, relation to project objectives (Why is the data needed?)	The objective of the repository collection is to provide an overall view of all the public repositories where use cases can be found. WP1 will also select some relevant use cases and analyse them.
Source of the data (e.g., data from predecessor projects or from other business activities, system or database from which the data is extracted)	Public Use Case repositories will be collected in the field of Smart Grids. It is not yet decided how the repository will be included and if it will be hosted by int:net or in collaboration with other initiatives / organisations (BRIDGE, ETIP SNET, etc.).
Format of the data (e.g., database format like .csv, .xml)	In a first step, the data will be collected in an CSV (resp. XLS) format. In the second step, it is planned to introduce this data into a repository as a subsection of the int:net network platform, either hosted by int:net or other initiative(s) / organisation(s).
Data security and privacy (publishable or confidential?)	In general, this data set can be considered publishable both from data security aspects as well as from data privacy aspects.
Data utility, usefulness to external parties (To whom external might the data be useful e.g., for research?)	All the data published within this data category will be useful for other parties active in the field of interoperability of smart grids. The database will provide a way to filter and find the use case repositories that match the external party's needs.
Availability (long-term storage) (If the data is published, where will it be published and for how long)	It is planned to introduce this data into a repository as a subsection of the int:net network platform. It is not yet decided how the repository will be included and if it will be hosted by int:net or in collaboration with other initiatives / organisations (BRIDGE, ETIP SNET, etc.). As the projects aims at developing an ecosystem for interoperability able to live on and prosper after the end of the project, the data will be available at least as long as the network is alive.

2.4 Data set 4: Data(base) of Interoperability Testing Facilities

Table 4: Descriptions of the data set “Data(base) of Interoperability Testing Facilities”

Factsheet for dataset 4	
Dataset name	Data(base) of Interoperability Testing Facilities
Dataset description (general description, type of data)	<p>Interoperability testing facilities will be collected as an overview of all coordinated activities around interoperability testing known to int:net project partners and other stakeholders. Per initiative a dataset will be generated including the following data points per set:</p> <ul style="list-style-type: none"> • Name of the testing facility • Location of the testing facility • Purpose of the testing facility • Website of the testing facility
Purpose of data collection/generation, relation to project objectives (Why is the data needed?)	The purpose of the data about the testing facility is to provide an overview of existing installations to the int:net partners and to the public.
Source of the data (e.g., data from predecessor projects or from other business activities, system or database from which the data is extracted)	The interoperability initiatives and networks will be collected by all project partners under the coordination of WP3 and updated at least over the course of the project.
Format of the data (e.g., database format like .csv, .xml)	In the first step, the data will be collected in a CSV (resp. XLS) format. In the second step, it is planned to introduce this data into a repository as a subsection of the int:net network platform, either hosted by int:net or other initiative(s) / organisation(s).
Data security and privacy (publishable or confidential?)	The data sets about the initiatives themselves are considered as publishable as long as no personal data is included. Names and contact details about possible contact persons and contact persons from int:net project side are considered confidential in accordance with GDPR.
Data utility, usefulness to external parties (To whom external might the data be useful e.g., for research?)	All the data published within this data category will be useful for other parties active in the field of interoperability of smart grids. The database will provide a way to filter and find the use case repositories that match the external party's needs.
Availability (long-term storage) (If the data is published, where will it be published and for how long)	It is planned to introduce this data into a repository as a subsection of the int:net network platform. It is not yet decided if the repository will be accessible without being registered to the int:net network platform. Still, it is planned to be made available without charge. As the project aims at developing an ecosystem for interoperability able to live on and prosper after the end of the project, the data will be available at least as long as the network is alive.

2.5 Data set 5: Data(base) for tracking interoperability maturity

Table 5: Descriptions of the data set “Data(base) for tracking interoperability maturity”

Factsheet for dataset 5	
Dataset name	Data(base) for tracking interoperability maturity
Dataset description (general description, type of data)	The developed categories will define broad aspects of interoperability, such as architecture, communications protocols, common information models, data management, grid management, cyber security, DER integration, IoT interfaces, etc. Each of the characteristics defining maturity in these categories will be framed in multiple levels (e.g., five levels). It is not expected to contain personal data. A detailed description will be given in D2.1.
Purpose of data collection/generation, relation to project objectives (Why is the data needed?)	The data stored in the database will feed into an Interoperability Maturity Model (IMM) Assessment tool that helps users define the maturity level of their solution. The tool can be used for tech transfer, training, forum, and industry coordination activities.
Source of the data (e.g., data from predecessor projects or from other business activities, system or database from which the data is extracted)	The database should automatically incorporate results from web-based surveys that are performed. (No personal data will be collected in the surveys.)
Format of the data (e.g., database format like .csv, .xml)	To be defined within the work on the IMM assessment tool in the next months.
Data security and privacy (publishable or confidential?)	To be defined.
Data utility, usefulness to external parties (To whom external might the data be useful e.g., for research?)	All the data within this data category will be useful for other parties active in the field of interoperability of smart grids.
Availability (long-term storage) (If the data is published, where will it be published and for how long)	It is planned to introduce the tool using the database as a subsection of the int:net network platform. It is not yet decided on details regarding integration, accessibility as well as long-term plans.

3 Allocation of resources

In order to make int:net data FAIR, costs for storage, provision and data security as well as the creation of the necessary infrastructure to make it available are expected in the first place. In the int:net project, the overall goal is to create an ecosystem for interoperability, of which the int:net online platform is an essential part. Here, stakeholders will have access to knowledge and data (sets) in addition to networking opportunities. The costs for the development and maintenance of this environment were estimated during the application process and are included in the budget of the partner BAUM. As described before, parts of the data will be hosted in collaboration with other initiatives / organisations, therefore it is expected that not all datasets will be hosted directly on the int:net platform.

In addition to the publication of the data on the int:net platform, a publication on relevant open source and open data platforms is aimed for, the financing of which is not the responsibility of the int:net project.

The partner responsible for the Data Management Plan is B.A.U.M. supported by all other partners.

Part of the work in int:net is to develop a roadmap for the int:net network is to be sustainable and self-sufficient. A long-term preservation and availability of the datasets will be part of the to be developed roadmap. In addition, it is expected that with publishing data on open data platforms it will be available for a long period of time after the end of the project.

4 Data security

Each partner is responsible for the security, recoverability, and storage of their own generated data (according to their institution or company practice).

In terms of hosting joint project data, it is stored on a Microsoft SharePoint installation made available by Fraunhofer. This service is secured, controlled with username, password, and specific roles for users within the project. Access is only granted by Fraunhofer after a personal check by the Project Coordinator. The repository is accessible via a web application, which is SSL-secured with a Microsoft Corporation certificate, as well as the Microsoft Teams application. The data is hosted on a Microsoft server managed by the Microsoft Corporation located in Germany.

5 Ethical aspects and the int:net policies related to data handling

The relevant EU legislation as well as the int:net policy on personal data and privacy will be described in the following. Relevant national legislation for each partner must be complied with by all project consortium members but will not be described in this deliverable.

5.1 EU legislation related to our work

The members of the Consortium declare that the planned use of data conforms to current legislation and regulations in the countries where the project will be carried out. In particular, the project consortium members shall adhere to relevant EU legislation such as:

- The Charter of Fundamental Rights of the European Union;
- Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data;
- Directive 2002/58/EC of the European Parliament and of the Council of 12 July 2002 concerning the processing of personal data and the protection of privacy in the electronic communications sector (Directive on privacy and electronic communications).
- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)

5.2 Ethical Self-Assessment as made in the Description of Action

With this Data Management Plan being a public deliverable, but the Description of Action (DoA) of int:net being confidential to project partners and commission, the ethical self-assessment from the DoA is included in this section.

5.2.1 Ethical dimension of the objectives, methodology and likely impact

The int:net project aims to create a European-wide knowledge base for interoperability, together with a community network for a European interoperability ecosystem and a comprehensive Interoperability Maturity Model. Personal data will not be managed except for those needed for the creation and activities of the Interoperability Network for the Energy Transition (int:net), by bringing together and engaging all relevant stakeholders for the needed coordination and support measures. Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation will not be collected neither managed.

Collected data will not have any impact neither for the individuals nor for their organisations. Data will be managed according to the data principles described in section ‘Data Management and Management of other research outputs’ of the int:net proposal. Ethical and data protection concerns will be considered, fully complying with privacy issues.

5.2.2 Compliance with ethical principles and relevant legislations

The int:net project will ensure research data follows the Findable, Accessible, Interoperable and Reusable data principle to make possible that knowledge is integrated and available for re-use in future projects. Data sharing will be addressed, taking into consideration any ethical and data protection concerns and fully complying with privacy issues. No data transfers to third countries or third parties are envisaged.

5.3 Implementing the int:net policy on personal data and privacy

The int:net project fully supports and agrees to take the legal and ethical issues into consideration in order not to violate the privacy and individual rights of participants and stakeholders involved in the project. Specifically for such policy enforcement, int:net consortium has included a dedicated task in the project management work package and appointed a Data Security and Ethics Manager (DSEM). int:net DSEM will be Mr. Christoph Gieseke, who is already formally assigned Data Security Officer at BAUM.

The main legal restrictions concerning int:net activities are regulated by countries legislation on data protection. Personal information which identifies an individual is strictly protected by the European Union legislation and must be accessed through specific permission. Table 6 below summarises our considerations related to the use of personal data in the int:net project.

Table 6: Ethical issues and situation in the int:net project

Ethical issue	int:net situation	Ethical consideration
Does your research involve personal data collection and/or processing?	Yes, from registering to the int:net platform, in stakeholder workshops and other voluntary contexts.	<p>Informed consent is ensured if personal data is to be collected or processed.</p> <p>Identification information concerning individuals is kept within the organisation collecting it and is not provided to any organisation external to the int:net consortium or to other int:net partners.</p> <p>Reports and publications shall generalise findings and any personal data described in reports will be anonymised.</p>
Does it involve tracking or observation of participants?	No, neither tracking nor observation of participants is	<p>Should any need to tracking or observation of participants arise, their informed consent will be ensured.</p> <p>Identification information concerning individuals are not given to any organisation external to the int:net</p>

	planned in the project.	consortium. Reports and publications will generalise findings and any participant data described in reports will be anonymized.
Does your research involve further processing of previously collected personal data?	No, no further processing of collected data apart from the primary intended use is planned.	Should any need arise, their informed consent will be ensured.

5.4 Handling of personal data for project platform, workshops and events

We expect to collect personal data, such as email addresses, of individuals registering for our project events. We will obtain the consent of the participants to store and process their data for the purposes of the organisation of the event.

The processing of the personal data will be done by WP5 leader BAUM or via the IT systems of a contracted party. The technical and organizational measures of BAUM to safeguard the personal data are in accordance to GDPR and can be asked for. Any contracted party processing personal data will be bound by contract to fulfil respective measures as well to safeguard the personal data.

5.5 Handling of personal data for project mailing lists

We will develop project mailing lists to publicise our project events. We will ensure that personal data, such as email addresses, provided to us for our project mailing lists, will only be used for the purposes explicitly agreed to by the participants and that it will not be given to third parties for other uses.

The int:net Data Protection Officer will ensure that appropriate written confirmation of informed consent is obtained and that ethical and legal recommendations for the different activities and int:net processes involving the collection, storage, processing, sharing, distribution and destruction of personal and company related data are implemented.

5.6 Handling of personal data collected as part of surveys conducted by int:net

Surveys are planned to be conducted over the course of the int:net project, though it is not planned to collect personal data. If in any case, personal data shall be collected, int:net will apply the following policy principles:

- Participants will be informed beforehand about the project aims and methods by written information and consent will be requested,

- At all times, participants will retain the right to withdraw consent and cease their involvement in the project without negative effects,
- Data coming from surveys will be treated anonymously in all cases where possible, and aggregated when needed to keep users' privacy, and
- Researchers will be informed that participating users have the right to remain anonymous. Where a questionnaire is sent through the post to subjects, their return of the questionnaire may be taken to imply consent.

6 Time plan for updates

The first submission will be in month 6 of the project time. According to plan, the first update will be in month 20. The last update will be before the 2nd and final project review in month 36, included in the final report.

7 List of Tables

Table 1: Descriptions of the data set “Personal data”	9
Table 2: Descriptions of the data set “Collection of interoperability initiatives and networks”	10
Table 3: Descriptions of the data set “Use case repository”	11
Table 4: Descriptions of the data set “Data(base) of Interoperability Testing Facilities”	12
Table 5: Descriptions of the data set “Data(base) for tracking interoperability maturity”	13
Table 6: Ethical issues and situation in the int:net project	17

8 List of Abbreviations

CSV	Comma-Separated Values
DMP	Data management plan
DoA	Description of Action
DSEM	Data Security and Ethics Manager
EC	European Commission
EU	European Union
FAIR	Findable, accessible, interoperable, re-usable
GDPR	General Data Protection Regulation
IMM	Interoperability Maturity Model
Int:net	Interoperability Network for the Energy Transition
IPR	Intellectual Property Right
IT	Information Technology
ORDP	Open Research Data Pilot
R&D	Research and Development
SSL	Secure Sockets Layer
XML	Extensible Markup Language

