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List of Acronyms

| Abbreviation / Acronym | Description |
|------------------------|---|
| DMP | Data Management Plan |
| DTB | Digital Twin Backbone |
| EEA | Ecosystem Approach to Aquaculture |
| FAIR | Findable, Accessible, Interoperable and Re-usable |
| FPTM C-C | From Product To Market Co-Creation methodology |
| IMTA | Integrated MultiTrophic Aquaculture |
| TRL | Technology Readiness Level |



EXECUTIVE SUMMARY

The Data Management Plan (DMP) for the Horizon Europe project INNOAQUA, outlines the strategies and procedures for managing and utilizing data throughout the project. INNOAQUA aims to contribute to the development of a sustainable and diversified EU land-based aquaculture industry by demonstrating and mainstreaming innovative algae-based foods and solutions. The project focuses on the digitalization, circularity, and ecological approaches to achieve its objectives.

The DMP will make special emphasis in FAIR principles, aiming to ensure that data is Findable, Accessible, Interoperable, and Reusable. The principles emphasize the importance of providing metadata and unique identifiers to make data findable, using open and standardized formats to enhance accessibility, employing common data standards for interoperability, and promoting reuse through clear and open licensing.

In this sense, INNOAQUA the project will use methods to ensure data is openly accessible, including access methods and the use of open repositories whilst taking care of the proper use of personal information. Data interoperability will be enhanced by the use of metadata vocabularies, standards and methodologies.

Implications of data reuse are also outlined through the licensing of project datasets. This DMP also outlines the allocation of resources for data management. including costs associated with making and storing data and long-term preservation. Finally, ethical Aspects focus on mainly the use of personal data and the implications of GDPR. They address issues such as data security, ethical or legal impacts, informed consent, and addressing ethical issues in questionnaires dealing with personal data.

The data generated and utilized in INNOAQUA will primarily focus on quantifying biological and biochemical processes related to RAS-IMTA systems, product characterization, and social perceptions of these products. The DMP emphasizes the importance of data management, including data acquisition, description, analysis, storage, and eventual sharing and preservation mechanisms.

By implementing a robust data management framework, INNOAQUA ensures the accessibility, traceability, and reusability of data throughout the project's lifespan. This approach fosters transparency, reproducibility, and collaboration within the research community. Furthermore,



the DMP outlines the necessary resources, responsibilities, and timelines for data management activities.

Overall, the Data Management Plan for the INNOAQUA project serves as a comprehensive guide for effectively managing and utilizing data to support the project's objectives while promoting the sustainability and diversification of the EU land-based aquaculture industry.

1. Introduction

The INNOAQUA data management plan (DMP) presented here is considered a living document and will be updated throughout the duration of the project upon the creation of D7.2 (M24) and D7.3 (M48). The present document and its updates will follow the structure of the European Commission's Data Management template: <https://enspire.science/wp-content/uploads/2021/09/Horizon-Europe-Data-Management-Plan-Template.pdf>, adapted to the characteristics of INNOAQUA.

Overall, the DMP aims to ensure the efficient and responsible management of research data, promoting data integrity, accessibility, security, and maximal potential for data reuse and impact.

Here, relevant aspects of aligning the research data generated during INNOAQUA with the FAIR principles i.e., findable, accessible, interoperable, and re-usable, are addressed. The presented information on existing data to be used within INNOAQUA, and new data, including software tools, to be generated during the project, has been provided by project partners. As project work progresses, and with continuous input from consortium partners, methods and approaches on data collection, generation, processing, analysis, archiving will be updated accordingly.



2. Data summary

2.1 Purpose of data collection/generation and data types and formats

INNOAQUA aims to pave the path towards the upcoming sustainable and diversified EU land-based aquaculture industry by leaning on the demonstration and mainstreaming of innovative algae-based foods and solutions, using ecology, circularity, and digitalization approaches. The demonstration at a pre-commercial level (TRL6-7) of the operational, technical, and socio-economic robustness of digitally enhanced integrated fish and algae RAS-IMTA cultivation systems, is continued by the piloting of optimised processing techniques following biorefinery principles and the formulation of high added value seafood products. All this, accompanied by a dedicated waste minimisation and valorisation strategy to help optimizing and increasing its economic and sustainability performance. Moreover, INNOAQUA will also work on understanding how consumer perceptions and social norms influence the consumption of innovative seafood products by co-creating the products together with end-users and simulating their uptake in digital models of communities to identify effective market deployment and penetration strategies.

To this extent, INNOAQUA's data use and generation will be directed towards the quantification of biological and biochemical processes related to RAS-IMTA systems, product characterization and social perceptions on those products. Tabulated summaries of generated data within INNOAQUA are presented in Table 1 respectively below.



Table 1. Currently planned data, datasets, data products to be collected, generated during the duration of the project.

Target audience legend: *Industrial Stakeholders (IS), Scientific Community and Academia (SC&A), Associations and other non-profit organizations (NP), Public administrators, regulators and policy makers (PA&R), General public (GP), Media (M)*

| Data/dataset/data product | Lead partner | Data type or description | Format / extension | Target audience | Task relevance |
|--|--------------|--|---------------------|--|----------------|
| Microalgae production on salmon RAS water/ perfusionstat culture | NORCE | Text files and numerical data. Growth data (OD, pH, T, DW) from algae on RAS water from experiment 3 (experiment name) | Tabular data (xlsx) | IS (aquaculture producers, technology and equipment providers), SC&A | T2.2 |
| Sludge characterization | LEITAT | Excel Data (traceability and characterisation) | xlsx | IS (aquaculture producers), SC&A | T2.6 |
| Medium ingredient for algae | LEITAT | Text file | docx | IS (aquaculture producers), SC&A | T2.6 |
| Fish by-products and non-compliant surimi sticks characterization | LEITAT | Excel Data (traceability and characterisation) | xlsx | IS (aquaculture producers, food manufacturers, food formulators), SC&A | T3.1 |
| Fish protein hydrolysates (FPH) | LEITAT | Text file | docx | IS (aquaculture producers, food manufacturers, food formulators), SC&A | T3.4 |
| Cooperation and clustering activities | PEDAL | Text file | PDF | IS, NP, PA&R, SC&A, GP, M | T6.2 |
| From Product To Market Co-Creation: methodological guidelines | PEDAL | Text file | PDF, xlsx | IS, SC&A | T1.1 |
| Survey data | NORCE | primarily numerical data with responses from the respondents | csv, xlsx (TBD) | IS, SC&A, NP, PA&R | T1.3 |
| Simulation results | NORCE | simulated, numerical data | csv, xlsx (TBD) | IS, SC&A, NP, PA&R | T1.4 |
| Literature Analysis, Consumer Perception | NORCE | List of articles included in the systematic literature review and their metadata | xlsx | IS, SC&A, NP, PA&R | T1.1 |
| Bioplastics formulation | ERANOVA | Excel data | xlsx | IS, SC&A, PA&R, GP | T4.4 |
| Bioplastics characterization | ERANOVA | Excel graphs and data | xlsx | IS, SC&A, PA&R, GP | T4.4 |
| Algae fraction characterization | ERANOVA | Sample traceability and characterisation data, HLPC analysis | xlsx | IS, SC&A, PA&R, GP | T4.4 |
| Residual algae fraction treatment | ERANOVA | Excel data | xlsx | IS, SC&A, PA&R, GP | T4.4 |
| Legal analysis | PERSEUS | Text file | PDF | IS, NP, PA&R, SC&A, GP, M | T5.4 |
| Goal and Scope Definition | SUSTAINN | Text file | PDF | IS, NP, SC&A | T5.1 |



| Data/dataset/data product | Lead partner | Data type or description | Format / extension | Target audience | Task relevance |
|---|--------------|--|---------------------|--|----------------|
| Value Stream Mapping of components and products | SUSTAINN | Text files and excel files with the different value stream mapping of different components and products to be developed within the project | PDF, xlsx | IS, NP, PA&R, SC&A, GP, M | T5.2, T5.3 |
| Socio - Economic Impact Assessment | SUSTAINN | Text file and excel files | PDF, xlsx | IS, NP, PA&R, SC&A, GP, M | T5.2 |
| Life Cycle Sustainability and Circularity Assessment | SUSTAINN | Text file and excel files | PDF, xlsx | IS, NP, PA&R, SC&A, GP, M | T5.3 |
| Seaweed production on IMTA system | A4F | Text files and numerical data; Relative Growth rate (RGR); physico-chemical parameters such as Temp, PFD, | Tabular data (xlsx) | IS (aquaculture producers, technology and equipment providers), SC&A | T2.3 and T2.4 |
| Porphyra maternity operations | A4F | Text files and numerical data; | PDF | IS (aquaculture producers, technology and equipment providers), SC&A | T2.3 |
| IMTA design system | A4F | Text files and numerical data; | PDF, docx, CAD | IS (aquaculture producers, technology and equipment providers), SC&A | T2.3 |
| Macroalgae extraction procedures | A4F | Text files and numerical data; | docx, xlsx | IS (aquaculture producers, technology and equipment providers, food manufacturers, food formulators), SC&A | T3 |
| Water characterization data | A4F | Text files and numerical data; | docx, xlsx | IS (aquaculture producers, technology and equipment providers), SC&A, NP, PA&R | T2.3 and T2.4 |
| Stakeholders data collected during an event | ECOIM | Text files | docx, xlsx | IS, NP, PA&R, SC&A, GP, M | T6.1 |



2.2 Reuse of data

INNOAQUA will re-use the following existing data (publicly available or with the consensus of the data owners):

- Historical biotic and abiotic datasets available at partners working with algae and/or fish will be used for experimental design and technology development (e.g. sensor calibration).
- List of articles and their metadata included in the systematic literature review of task 1.1 (Gap analysis).
- Data from databases related to the sustainability assessments (e.g. EcoInvent database), especially regarding the background data of the studied value chains.
- In case of personal data in WP1 and WP6, the stakeholder basis for INNOAQUA will partly be built on invitation from all partners' networks. Only data that is actively confirmed by its owner to be part of INNOAQUA will be re-used within the project. Such data is securely stored and processed solely for the purpose consented. This data will not be disclosed at any level and is protected in compliance with the General Data Protection Regulation (GDPR) promoted by the European Commission and the specific National Regulations in each country.
- Background intellectual property (IP), where one or more parties possess rights in IP not otherwise subject to the INNOAQUA project, is mapped as per the INNOAQUA project's Exploitation Plan.

The findings derived from INNOAQUA data will be beneficial to policy makers, to shape better informed decisions and implement policies for sustainable and harm-free fisheries management and marine resources extractions.

2.3 Data origin

In INNOAQUA the data will have the following origin:

- Data from literature
- Data from websites, comprising publicly available data sources.



- Data collected from several types of sensors (e.g. temperature, light, salinity, pH, oxygen level, to cite a few)
- Data from physical sampling from the microalgae and fish production (e.g. biochemical and physicochemical parameters such as optical density, dry weight, nutrient concentrations, etc.), as well as microbiome from the algae and fish production systems and their waste streams (water and sludge).
- Data from physical sampling from the ingredient production and food formulation experiments (e.g. nutritional composition analyses, shelf-life tests)
- Data from models (e.g. From Product To Market Co-Creation methodology (FTPM C-C), Digital Twin Backbone DTB))
- Data from workshops, interviews, questionnaires
- Data related to intellectual assets (e.g. design and specification of INNOAQUA products, datasets, and others).

2.4 Expected size

The datasets collected in INNOAQUA will be of different size depending on the type of data collected. At this moment, mainly text files and numerical data are planned to be produced. In total, the volume of the data collected should not surpass 10 GBytes per data collection and technology validation experiments. This section will be updated in future versions of the DMP should any change is needed.

2.5 Data utility

To whom might it be useful ('data utility')?

Data collected in this project will be used by the INNOAQUA consortium members for statistical analysis, model development and validation, production of publications and plans for exploitation. In addition, specific data will be stored in public repositories to be available to all stakeholders, such as Zenodo, Zotero and other available repositories owned by our partners. In table 1, target audiences are specified for every dataset expected to be generated in the project.



3. FAIR data

3.1 Making data findable, including provisions for metadata

3.1.1 Finding data

INNOAQUA data is currently stored in the INNOAQUA Microsoft SharePoint platform, which is organised through operational folders (contracts, consortium meetings, steering committee meetings, Profile/Media, final deliverables, etc) and in WP folders. Every WP folder contains folders for every task and a folder for the WP meetings (slides and minutes).

A dedicated folder under the main folder branch is dedicated to the submitted deliverables and another dedicated folder contain the list of all INNOAQUA datasets and the relative info.

Datasets collected as part of the experimental work and technology development activities are securely stored on specific SharePoint folders.

Data stored in Microsoft Teams are available only to the consortium members, thus not discoverable from external people. They will be fully open access, discoverable, identifiable and locatable when stored in public repositories, such as Zenodo, Zotero, EOSC, etc.

3.1.2 Naming conventions

What naming conventions do you follow?

The following convention will be used in INNOAQUA to name the project files. The file name must contain the name of the project, the date (format DDMMYYYY, MonthYYYY or YYYY_reference), name of the partner (if necessary), name of the WP (if necessary) and the brief description of the content. Examples:

- INNOAQUA_Contacts_February2021.xls (list of INNOAQUA contacts updated in February 2021)
- INNOAQUA-2ndPSC-08122020-COO.ppt (presentation at the second Project Steering Committee meeting held the 8th December 2020, Coordinator slides)
- INNOAQUA_D2.1_Aligning INNOAQUA's Sustainable Aquaculture Practices with the EEA-Final (Final version of the deliverable D2.1)



- INNOAQUA_WP2_Macroalgae_A4F_System_2024_01.csv (Seaweed production data on IMTA system).

3.1.3 Search keywords

Search keywords will be provided to optimise possibilities of data re-use. Example of key words are the following:

- Sole, Atlantic salmon, microalgae, macroalgae, seaweed, *Phaeodactylum tricornutum*, *Chlorella sorokiniana*, *Nannochloropsis oculata*, *Gracilaria*, *Ulva*, *Porphyra*, fish sludge, fish processing waste
- Photobioreactors, ponds, RAS, perfusion-stat, chemostat, batch, open system, closed system, sensor technology, biomass density, growth rates, microbiome, physio-chemical sensors, machine learning, artificial intelligence, analytics platform, sensor calibration, oxygen and pH sensor, Digital Twin Backbone, Internet of Things (IoT), predictive modelling, biorefinery, high-pressure homogenization, enzymatic digestion, filtration, ultrafiltration
- Proteins, fatty acids, PUFAs, hydrolysate, carotenoids, vitamins, vegan meat analogues, vegan fish analogues, vegan snacks, hybrid food products, food packaging
- Aquaculture, IMTA, land-based IMTA, EEA, integrated, value chain, regional market, resilience, profitable, diversification, consumers, seafood, new products, new species, zero waste, IoT, AI, sensors, consumer trust, circularity, pollutants, human health, stakeholders, food safety, regulations.

3.1.4 Versions

Files will be clearly labelled with the current version, when appropriated. In addition, SharePoint searching engine can retrieve all the previous versions and restore them, if necessary.

3.1.5 Metadata

Metadata will follow guidelines where possible. For example, INNOAQUA microalgae-related metadata will follow guidelines from Minimum Information Standard for Engineered Organism



Experiments (<https://fairsharing.org/FAIRsharing.9fe00b>). For other kind of data which do not have guidelines for metadata descriptions, guidelines will be defined and updated in future revisions of the document.

3.2 Making data openly accessible

3.2.1 Data openly available by default

INNOAQUA will follow the principle of data “as open as possible, as closed as necessary”. Most of the data collected in INNOAQUA will be used for scientific purposes, used for communication and dissemination purposes, including scientific publications, and made openly available at the time of publication of the peer-reviewed publications or at the end of the project. Sensitive and personal data will be doubly anonymised before any type of disclosure to remove information that could be linked to individuals’ IDs. Anonymising practices will include, for example, the replacement individuals' names with pseudonyms; omission or modification of any identifying information, such as specific locations or dates, that may reveal a person's identity; removing any direct quotes or anecdotes that may risk revealing a person's identity, such as names, addresses, and contact details; aggregating or generalizing specific variables such as age and postal codes to generate broader categories to prevent identification; data masking techniques, such as suppressing or generalizing small cell counts, to avoid re-identification; careful review of datasets to ensure that no combination of variables can lead to the identification of individuals, etc.

A few datasets that contain IPR-sensitive information will be not disclosed, except for scientific publications or dissemination or public deliverables.

In cases involving SMEs and/or other entities that have the potential to create project spin-off companies or engage in commercial avenues, data considered vital to protect new knowledge will be withheld or held back temporarily until the relevant IP protection application has been filed.

As a general rule, publications and data from the project will be filed according to the self-archiving / open access principle, guaranteeing open access in online article databases and on the project’s website.



3.2.2 Methods making data accessible

INNOAQUA data will be made accessible by:

- Public deliverables: Deliverable labelled as open will be available in the EC portal and INNOAQUA website after approval by EC;
- Scientific publications
- Public repositories for datasets: Zenodo, Zotero, etc.

3.2.3 Methods to access the data

What methods or software tools are needed to access the data?

INNOAQUA partners will provide the associated data to their publications following the OpenAIRE rules. The scientific publications will be available through the (new open publication tool EU) or other repositories such as Zenodo or EU Open Research Data Portal.

3.2.4 Documentation requirements to access data

Is documentation about the software needed to access the data included?

There is no specific software foreseen to be needed to access the available datasets. Access is granted via a website to trusted users through ID credentials (e.g. user authentication on the SharePoint web platform or relevant data repository).

3.2.5 Software

The Agent Based Model (WP1) and the resulting simulation software will allow to test in silico strategies increasing consumption of innovative seafood products and allow for stakeholder learning. This software will be licensed with a GNU General Public License, widely used with free software licenses that guarantee end users the four freedoms to run, study, share, and modify the software.

Besides, INNOAQUA will generate a Digital Twin Backbone that will facilitate the ingestion, transformation and storage and availability in near-real time of data flows in the production plants. End-users are System Integrators and software developers aiming to integrate Operational Technology with Information Systems for data streaming, monitoring and decision support. As per the will of future commercialization and technology transfer, the necessary steps to protect the IP will be defined in D6.3 Exploitation Strategy and IP Management Plan.



3.2.6 Data and associated metadata, documentation and code deposit

Data, associated metadata and documentation will be available for INNOAQUA members on INNOAQUA's SharePoint folders.

The data will be uploaded on the identified open access and certified repositories, as Zenodo or Open ResearchData Portal, before the end of the project and/or right after publication, if applicable.

3.2.7 Arrangements with repository

Not Applicable.

3.2.8 Restrictions management

Background IP, representing existing intellectual assets, and Foreground IP generated within the project, will be protected and restricted. IP management will be regulated in compliance with the Consortium Agreement and the property agreement among the partners.

Data considered vital to protect new knowledge will be withheld or held back temporarily until the relevant IP has been granted.

Agreements between the relevant parties will be drawn to avoid any conflict and ensure a smooth management.

3.2.9 Data access committee

In general Not Applicable (N/A), if specific cases arise, they will be discussed within the consortium.

3.2.10 Conditions for access

Not Applicable

3.2.11 Identity verification

Data access through the SharePoint platform uses double-verification method to ensure identity is properly verified including email and mobile phone SMS validation codes. Once verified, users



are authenticated through login/password credentials associated with a on-time generated SMS code.

Data access through public repositories (ZENODO, Open Research Data Portal, etc.) follow similar procedures for user verification and user two-way authentication.

3.3 Making data interoperable

3.3.1 Interoperability of data

INNOAQUA will make sure that data uses interoperable and open standards to encourage data sharing and reuse. Datasets and sensor data streams will be stored in CSV formats for a wider audience uptake.

3.3.2 Data and metadata vocabularies, standards, or methodologies

Data in formats tied to proprietary software will be reformatted to open formats. Raw sensor data will be stored with annotated metadata to include structural and semantics information on the dataset itself. Standards for aquaculture metadata formats and semantic description will be adopted in due course.

3.3.3 Standardisation

Standard vocabularies will be used to make sure that data are interoperable and easily used by other parties.

Biochemical data formats will use the guidelines defined by the Minimum Information Standard for Engineered Organism Experiments¹.

Few data standards are available for the aquaculture industry. Those available are mainly borrowed from the fishery industry, such as the FAO standard². Aquaculture data formats are currently under development. INNOAQUA will follow these developments closely.

We will consider the AGROVOC, a controlled vocabulary by FAO, on several topics including aquaculture², since AGROVOC is expanding their vocabulary and definition for aquaculture. In

¹ <https://fairsharing.org/FAIRsharing.9fe00b>

² <http://aims.fao.org/standards/agrovoc/functionalities/search>



addition, when looking to the water field the existing ontologies are rather limited and most of the efforts have been devoted so far to ground water such as in models WaterML from OGC³ or SANDRE⁴. In the meantime, an ETSI initiative named SAREF is developing IoT oriented ontologies and started a working group SAREF4WATER dealing with water management relevant attributes.

3.3.4 Project specific ontologies or vocabularies

In case it is unavoidable that you use uncommon or generate project specific ontologies or vocabularies, will you provide mappings to more commonly used ontologies?

Project specific ontologies will not be used in INNOAQUA.

3.4 Increase data re-use (through clarifying licences)

3.4.1 Licensing

Each partner is responsible for taking the appropriate steps for securing IP of the knowledge or results created during the project. However, the default in the project is that IP owned by one or more of the partners shall be licensed to other partners of the consortium on favourable conditions to the extent necessary to enable these partners to exploit their own results. Licensing agreements (exclusive or non-exclusive) with third parties is also a main mechanism to exploit results, with applicability depending on IP specifics.

Specific parts of the technology that are not in the critical path for exploitation can be released under a Creative Common License.

Public INNOAQUA Datasets should be released under a specific open data license such as the Creative Common CC0 1.0 Universal that allows a third-party to copy, modify, distribute and perform the work without asking permission.

3.4.2 Timeline data availability for re-use

In INNOAQUA:

³ <https://www.ogc.org/projects/groups/waterml2.0swg>

⁴ <http://www.sandre.eaufrance.fr/>



- Data will be made available for re-use 12 months after the end of INNOAQUA or 1 month after publication.
- Data will be published via open access peer reviewed journals
- Data will be made available via online manuals and catalogues through the INNOAQUA website at the end of the project

Each partner, and the consortium as a whole, will be tasked with devising measures to ensure the exploitation of results up to 5 years after the end of the project period (D6.3 Exploitation Strategy and IP Management Plan).

3.4.3 Data re-use by third parties

Data will be made available for re-use after 12 months after the end of INNOAQUA or 1 month after publication. Production data can be restricted or anonymised as it conveys sensitive business data.

From Grant Agreement: During the implementation of the action and for five years after the period set out in Data Sheet Point 6, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at the time it is disclosed ('confidential information').

INNOAQUA will not disclose personal data during the project lifetime and neither beyond the project in strict compliance with the GDPR and relevant country-specific data privacy regulations.

3.4.4 Timeline data remains re-usable

The re-usability of the data, which are open and publicly available, will have no limit in time.

3.4.5 Quality assurance processes

Every partner is responsible for the quality assurance of the data collected following standard internal routines, as well as the Ethics requirements described in the GDPR.



4. Allocation of resources

4.1 Costs making data FAIR

What are the costs for making data FAIR in your project?

Open repository such as Zenodo or Open Research Data Portal are free of charges and the open publication through the EC Open Research Europe platform are free of charge as well. If considering other journals requiring a publication fee, they will be partially covered by the partners' grant funds or with partners' internal resources.

4.2 Plan to cover costs

If necessary, to cover publication costs of specific journals, the costs will be covered by the INNOAQUA Grant. As general rule, partners who are involved in common publication should agree to share the necessary costs. Alternatively, the costs should be covered from the lead author's organization budget or internal funding.

Costs related to patenting or other IP protection will be carried by the entities involved in such activities directly and outside the INNOAQUA budget, including costs related to engaging Technology Transfer Office, outside council/patent attorneys, and filling fees.

4.3 Responsible for data management

INNOAQUA appointed a Data Manager (Dorinde Kleinegris and Xavier Ponte Font, to be reached via the general project management e-mail address: pmo-innoaqua@norceresearch.no) who will ensure overall coordination and implementation of the Data Management Plan through the Data Management Board.

INNOAQUA partners will be responsible to update the data and metadata database tracker in the INNOAQUA folder as well as final version of publications and deliverables.

4.4 Resources for long term preservation

Are the resources for long term preservation discussed (costs and potential value, who decides and how what data will be kept and for how long)?



INNOAQUA data, with the exception of personal data, will be preserved for three years after the end of the project (2030) to allow the publication of all the relevant results and the resources necessary for the preservation will be discussed and decided by the Data Management Board and explained in the updated DMPs (D7.2 M24 and D7.3 M48).

Personal data for participatory, training and survey activities will be deleted at the end of INNOAQUA (2027), they will be stored with the partner responsible for the task (comply with GDPR rules), and they will not be shared across partners. The anonymised data collected during the activities will be deleted in 2030 to allow enough time for publications in peer-review journals (published, not just accepted), and will be stored with the leader of the activity/task.

5. Data security

5.1 Data security

What provisions are in place for data security (including data recovery as well as secure storage and transfer of sensitive data)?

INNOAQUA will use MS365 Teams/SharePoint as data storage and internal information platform, and the tool is GDPR compliant (<https://techcommunity.microsoft.com/t5/microsoft-onedrive-blog/gdpr-compliance-with-onedrive-and-sharepoint/ba-p/191126>). The system is accessible only with username and password and has a two-way authentication scheme (personal password and numeric code sent to the mobile phone) with compulsory requirement to change the personal password once a year. For extra precaution, identifiable information will be kept separated in password encrypted files and stored in a local server. Processing is done in a way which ensures appropriate security, integrity and confidentiality. Only employees who need access to personal data, will gain access. For research purposes, personal data will be doubly anonymised before sharing, or exporting to other countries. Raw personal data will be stored encrypted on a password protected Local server, accessible only to the employee collecting them before the anonymisation process. Personal identifying data will only be stored for as long as necessary for the specific purpose consented, but no longer (Art 5(1e) GDPR). All data will be deleted within 1 year of completion of INNOAQUA, to allow the completion of final reporting and publications. Information on MS365 Teams/SharePoint is backed-up.



5.2 Long term preservation and curation of data

Is the data safely stored in certified repositories for long term preservation and curation?

The long-term preservation of the data, the appropriated repository and the necessary resources will be discussed by the INNOAQUA consortium explained in the following versions of the DMP (D7.2 M24 and D7.3 M48).

6. Ethical aspects

6.1 Ethical or legal issues impacting data sharing

INNOAQUA will not disclose personal data during the project lifetime and neither beyond the project in strict compliance with the GDPR and relevant country-specific data privacy regulations.

As mentioned earlier and also for research purposes, personal data will be doubly anonymised before sharing, or exporting to other countries. Raw personal data will be stored encrypted on a password protected Local server, accessible only to the employee collecting them before the anonymisation process. Personal identifying data will only be stored for as long as necessary for the specific purpose consented, but no longer (Art 5(1e) GDPR). All data will be deleted within 1 year of completion of INNOAQUA, to allow the completion of final reporting and publications. Information on MS365 Teams/SharePoint is backed-up.

There are no further ethical concerns regarding INNOAQUA's data management.

6.2 Is informed consent for data sharing and long-term preservation included in questionnaires dealing with personal data?

Informed consent forms, Data Subject Request Form and INNOAQUA's Privacy Policy are included as Annexes of this document and include details regarding data sharing and long-term data preservation.



7. Other issues

7.1.1 Use of national/funder/sectorial/departmental procedures for data management

INNOAQUA is only subject to procedures for data management described here.

8. Conclusion and Way Forward

As previously mentioned, this DMP is a living document that will be constantly updated. In that sense, two more versions will be submitted to the EC in M24 (D7.2) and M48 (D7.3).

List of Figures

N/A

List of Tables

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| Table 1. Currently planned data, datasets, data products to be collected, generated during the duration of the project. | 11 |



ANNEXES

ANNEX 1. CONSENT FORM

CONSENT FOR PARTICIPATION IN RESEARCH (survey, interview, workshop)

TO BE TRANSLATED IF NECESSARY

Study title: XXX

Name/code of the participant: XXX

Participant involvement: interview, workshop, survey, other?

Responsible researcher: XXX

Research Center: XXX

Address: XXX

Contact: EMAIL

Contact : Telephone

Data Protection Officer email: XXX

- I confirm that I have received the participant information for the above study, including the information sheet, and I have had the opportunity to ask questions about the project in general and about this study involving participation in the XXXX group.
- **Optional:** I agree that the interview/survey will be recorded, and I understand that and that the recording will be transcribed to be analyzed for, and only for, the purpose of the study.
- I understand that I do not have to participate in the study, and that a decision not to participate will not have any consequences for me.
- I understand that the information I provide will be placed in a temporary database for analysis and will be processed confidentially any anonymously in confidence by the researchers. No other personal data processing will be done within the research project.
- I understand that I will not be identified in the written report of the study.
- I agree to my responses being used for education and research on condition that my privacy is respected, subject to the following
 - I understand that my personal details will not be included to the research, so I will not be personally identifiable
 - I understand that I am under no obligation to take part in this project
 - I understand that I have the right to withdraw from this project at any stage
- I understand that should the research team during their research find any unexpected information (incidental findings such as e.g. indications of criminal activity), I will be informed of this and that the researcher team



- I confirm that I have understood the information I have received, and I agree to participate in the study.

Participants name

Participant's signature

Researcher's name Researcher's signature

Information for the research group

Participants id. nr: .

.....



ANNEX 2. DATA SUBJECT REQUEST FORM

This form should be used to submit a data subject request under the provisions of the European Union General Data Protection Regulation (GDPR).

Submitter Details

| | |
|---|--|
| Title: | |
| Name: | |
| Address: | |
| Participant code (if applicable) | |

Type of Request

Please select the type of request you are making:

- Consent Withdrawal*
- Access request*
- Rectification of personal data*
- Erasure of personal data*
- Restriction of processing of personal data*
- Personal data portability request*
- Objection to processing of personal data*
- Request regarding automated decision making and profiling*



Personal data involved

| |
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Request details

| |
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Request reason/justification

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|-------------------|--|
| Signature: | |
| Name: | |
| Date: | |

Once completed, this form should be submitted via email to PMO-INNOAQUA@norceresearch.no.



ANNEX 3. INNOAQUA PRIVACY POLICY

PLEASE READ THIS PRIVACY POLICY AS WELL AS OUR TERMS AND CONDITIONS OF USE CAREFULLY, AS THEY GOVERN YOUR USE OF OUR SERVICES THROUGH OUR PLATFORM. IF YOU DO NOT AGREE TO THIS PRIVACY POLICY, PLEASE DO NOT USE OUR SERVICES.

NOTE: Capitalised terms not otherwise defined in this document bear the meaning specified in Schedule 1 to this Privacy Policy.

Our Privacy Policy Terms and Conditions

1 We Respect Your Privacy

- (a) Project Consortium consists of different legal entities who may act both as independent and joint controllers. Whereas the decisions on processing may be made at the level of Project Consortium, you may exercise your rights under EU General Data Protection Regulation (GDPR) in respect of and against each of the controllers. This Privacy Policy is issued on behalf of the each and all Project Consortium entities altogether so when we mention 'Project Consortium', 'we', 'us' or 'our' in this Privacy Policy, we are referring to the each and all entities in Project Consortium altogether responsible for processing your data.
- (b) We are committed to protecting your privacy as an online visitor to our platform. We use the information we collect about you to maximise the services that we provide to you. We respect the privacy and confidentiality of the information provided by you and adhere to the GDPR Privacy Principles.
- (c) Project Consortium respects your right to privacy and is committed to safeguarding the privacy of our Platform visitors. This Privacy Policy sets out how we collect and treat your Personal Data.
- (d) We adhere to the rules contained in the relevant privacy acts valid in the jurisdiction of each entity main business address that is a part of Project Consortium (collectively as **Privacy Act**) and, to the extent applicable, the EU General Data Protection Regulation 2016/679 (**GDPR**).
- (e) Personal Data is information we hold which is identifiable as being about you. This includes information such as your name, email address, identification number, or any other type of information that can reasonably identify an individual, either directly or indirectly.
- (f) You may contact us in writing at dedicated Project Consortium's address and/or at our email address, for further information about this Privacy Policy.

2 What Personal Data Is Collected

- (a) In the course of your visits to our Platform or use of our products and services, we may obtain the following information about you: name, company name, email address, telephone/mobile



number, geographic location, IP address, survey responses, support queries, and event registrations (**Personal Data**).

- (b) Project Consortium will, from time to time, receive and store Personal Data you submit to our Platform, provided to us directly or given to us in other forms.
- (c) You may provide basic information such as your name, phone number, address and email address to enable us to send you information and provide updates.
- (d) We may collect additional information at other times, including but not limited to, when you provide feedback, when you provide information about your personal or business affairs, change your content or email preference, respond to surveys, or communicate via our contact form.
- (e) Additionally, we may also collect any other information you provide while interacting with us.
- (f) Our services are not directed to persons under 18 and we do not knowingly collect Personal Data from anyone under 18. If we become aware that a child under 18 has provided us with Personal Data, we will delete that information as quickly as possible. If you are the parent or guardian of a child and you believe they have provided us with Personal Data without your consent, then please contact us.
- (g) You can review, correct, update or delete your Personal Data by either logging into your account and making the changes yourself or contacting us directly to do so.

3 How We Collect Your Personal Data

- (a) Project Consortium collects Personal Data from you in a variety of ways, including when you interact with us electronically or in person, when you access our Platform and when we engage in business activities with you. We may receive Personal Data from third parties. If we do, we will protect it as set out in this Privacy Policy.
- (b) By providing us with Personal Data, you consent to the supply of that information subject to the terms of this Privacy Policy.

4 How We Use Your Personal Data

- (a) We use the information we collect to deliver our services to you, including: communicating with you, providing technical support, notifying you of updates, sharing useful content, measuring visitor satisfaction, diagnosing problems and providing you with a smooth Platform experience.
- (b) Project Consortium will use Personal Data only for the purposes that you consent to or if we have other legal grounds to use such data. This may include to:
 - i. provide you with products and services during the usual course of our business activities;



- ii. administer our business activities;
 - iii. manage, research and develop our products and services;
 - iv. provide you with information about our products and services;
 - v. communicate with you by a variety of measures including, but not limited to, by telephone, email, sms or mail; and
 - vi. investigate any complaints.
- (c) If you withhold your Personal Data, it may not be possible for us to provide you with our products and services or for you to fully access our Platform.
- (d) We may disclose your Personal Data to comply with a legal requirement, such as a law, regulation, court order, subpoena, warrant, legal proceedings or in response to a law enforcement agency request.
- (e) If there is a change of control in our business or a sale or transfer of business assets, we reserve the right to transfer to the extent permissible at law our user databases, together with any Personal Data and non-Personal Data contained in those databases.
- (f) We also use the information we collect in aggregated and anonymised forms to improve our services, including: administering our Platform, producing reports and analytics, identifying user demands and assisting in meeting visitor needs generally.
- (g) Any information you choose to make publicly available, such as blog comments and testimonials on our Platform, will be available for others to see. If you subsequently remove this information, copies may remain viewable in cached and archived pages on other websites/apps/platforms or if others have copied or saved the information.
- (h) We retain personal information for as long as we reasonably require it for legal or business purposes. In determining data retention periods, we take into consideration local laws, contractual obligations, and the expectations and requirements of our visitors. When we no longer need personal information, we securely delete or destroy it.

5 Disclosure of Your Personal Data

- (a) We may from time to time need to disclose certain information, which may include your Personal Data, to comply with a legal requirement, such as a law, regulation, court order, subpoena, warrant, in the course of a legal proceeding or in response to a law enforcement agency request. Also, we may use your Personal Data to protect the rights, property or safety of our Platform, our visitors or third parties.
- (b) Project Consortium may disclose your Personal Data to any of our employees, officers, insurers, professional advisers, agents, suppliers or subcontractors insofar as reasonably necessary for the purposes set out in this Privacy Policy.
- (c) If we do disclose your Personal Data to a third party, we will protect it in accordance with this Privacy Policy. If there is a change of control in one of our businesses (whether by merger, sale,



transfer of assets or otherwise) visitor information, which may include your Personal Data, could be transferred to a purchaser under a confidentiality agreement. We would only disclose your Personal Data in good faith and where required by any of the above circumstances.

General Data Protection Regulation (GDPR)

1 Users from the European Union

- (a) Project Consortium will comply with the principles of data protection set out in the GDPR for the purpose of fairness, transparency and lawful data collection and use.
- (b) We process your Personal Data as a data processor and/or to the extent that we are a data controller as defined in the GDPR.
- (c) We must establish a lawful basis for processing your Personal Data. The legal basis for which we collect your Personal Data depends on the data that we collect and how we use it.
- (d) We will only collect your Personal Data with your express consent for a specific purpose and any data collected will be to the extent necessary and not excessive for its purpose. We will keep your data safe and secure.
- (e) We will also process your Personal Data if it is necessary for our legitimate interests, or to fulfil a contractual or legal obligation.
- (f) We process your Personal Data if it is necessary to protect your life or in a medical situation, it is necessary to carry out a public function, a task of public interest or if the function has a clear basis in law.
- (g) We do not collect or process any Personal Data from you that is considered as 'sensitive personal data' under the GDPR, such as Personal Data relating to your sexual orientation or ethnic origin unless we have obtained your explicit consent, or if it is being collected subject to and in accordance with the GDPR.
- (h) You must not provide us with your Personal Data if you are under the age of 16 without the consent of your parent or someone who has parental authority for you. We do not knowingly collect or process the Personal Data of children.

2 Your Rights under the GDPR

- (a) If you are an individual residing in the EU, you have certain rights as to how your Personal Data is obtained and used. Project Consortium complies with your rights under the GDPR as to how your Personal Data is used and controlled if you are an individual residing in the EU
- (b) Except as otherwise provided in the GDPR, you have the following rights:



- i. to be informed how your Personal Data is being used;
 - ii. access your Personal Data (we will provide you with a free copy of it);
 - iii. to correct your Personal Data if it is inaccurate or incomplete;
 - iv. to delete your Personal Data (also known as ‘the right to be forgotten’);
 - v. to restrict processing of your Personal Data;
 - vi. to retain and reuse your Personal Data for your own purposes;
 - vii. to object to your Personal Data being used; and
 - viii. to object against automated decision making and profiling.
- (c) Please contact us at any time to exercise your rights under the GDPR at the contact details in this Privacy Policy.
- (d) We may ask you to verify your identity before acting on any of your requests.

3 Hosting and International Data Transfers

- (a) Information that we collect may from time to time be stored, processed in or transferred between parties or sites located in countries outside of the EEA. These may include, but are not limited to Brazil.
- (b) We and our other group companies have offices and/or facilities in Brazil. Transfers to each of these countries will be protected by appropriate safeguards, these include one or more of the following: the use of standard data protection clauses adopted or approved by the European Commission which you can obtain from the European Commission website; the use of binding corporate rules, a copy of which you can obtain from Project Consortium’s Data Protection Officer if appointed.
- (c) You acknowledge that personal data that you submit for publication through our Platform or services may be available, via the internet, around the world. We cannot prevent the use (or misuse) of such personal data by others.

4 Security of Your Personal Data

- (a) We will use all reasonable means to protect the confidentiality of your Personal Data while in our possession or control. All information we receive from you is stored and protected on our secure servers from unauthorised use or access.
- (b) To enable us to deliver our services, we may transfer information that we collect about you, including Personal Data, across borders for storage and processing in countries other than the EU. If your Personal Data is transferred and processed outside the EU, it will only be transferred to countries that have adequate privacy protections.



- (c) We retain your personal information for as long as needed to provide services to you and as otherwise necessary to comply with our legal obligations, resolve disputes and enforce our agreements.
- (d) In the event there is a breach of our security and your Personal Data is compromised, we will promptly notify you in compliance with the applicable law.
- (e) Project Consortium is committed to ensuring that the information you provide to us is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure information and protect it from misuse, interference, loss and unauthorised access, modification and disclosure.
- (f) Where we employ data processors to process Personal Data on our behalf, we only do so on the basis that such data processors comply with the requirements under the GDPR and that have adequate technical measures in place to protect Personal Data against unauthorised use, loss and theft.
- (g) The transmission and exchange of information is carried out at your own risk. We cannot guarantee the security of any information that you transmit to us, or receive from us. Although we take measures to safeguard against unauthorised disclosures of information, we cannot assure you that Personal Data that we collect will not be disclosed in a manner that is inconsistent with this Privacy Policy.

5 Sharing Your Information with Third Parties

- (a) We do not and will not sell or deal in Personal Data or any visitor information.
- (b) Your Personal Data details are only disclosed to third party suppliers when it is required by law, for goods or services which you have purchased, for payment processing or to protect our copyright, trademarks and other legal rights. To the extent that we do share your Personal Data with a service provider, we would only do so if that party has agreed to comply with our privacy standards as described in this Privacy Policy and in accordance with applicable law. Our contracts with third parties prohibit them from using any of your Personal Data for any purpose other than that for which it was shared.

6 Access to Your Personal Data

- (a) You may request details of Personal Data that we hold about you in accordance with the provisions of the Privacy Act, and to the extent applicable the EU GDPR. If you would like a copy of the information which we hold about you or believe that any information we hold on you is inaccurate, out of date, incomplete, irrelevant or misleading, please email us at our Project Consortium's contact email address.
- (b) We reserve the right to refuse to provide you with information that we hold about you, in certain circumstances set out in the Privacy Act or any other applicable law.



7 Complaints about Privacy

If you have any complaints about our privacy practices, please feel free to send in details of your complaints to our Project Consortium's contact email address. We take complaints very seriously and will respond shortly after receiving written notice of your complaint.

8 Changes in Privacy Policy

- (a) Please be aware that we may change this Privacy Policy in the future. We may modify this Policy at any time, in our sole discretion and all modifications will be effective immediately upon our posting of the modifications on our Platform or notice board. Please check back from time to time to review our Privacy Policy.

9 Platform

1. When you visit our Platform

When you come to our Platform, we may collect certain information such as browser type, operating system, Platform visited immediately before coming to our site, etc. This information is used in an aggregated manner to analyse how people use our site, such that we can improve our service.

2. Cookies and pixels

We may from time to time use cookies on our Platform. Cookies are very small files which Platform uses to identify you when you come back to the site and to store details about your use of the site. Cookies are not malicious programs that access or damage your computer. Most web browsers automatically accept cookies but you can choose to reject cookies by changing your browser settings. However, this may prevent you from taking full advantage of our Platform. Our Platform may from time to time use cookies to analyse Platform traffic and help us provide a better Platform visitor experience. In addition, cookies may be used to serve relevant ads to Platform visitors through third party services such as Google AdWords. A cookie is a small file placed in your web browser that collects information about your web browsing behaviour. Use of cookies allows a website/app/platform to tailor its configuration to your needs and preferences. Cookies do not access information stored on your computer or any Personal Data (e.g. name, address, email address or telephone number). Most web browsers automatically accept cookies but you can choose to reject cookies by changing your browser settings. This may, however, prevent you from taking full advantage of our Platform. Our Platform uses cookies to analyse Platform traffic and help us provide a better Platform visitor experience. See more about our use of cookies in our Cookie Policy at Platform.

3. Third party sites.

Our site may from time to time have links to other websites not owned or controlled by us. These links are meant for your convenience only. Links to third party websites do not constitute sponsorship or endorsement or approval of these websites. Please be aware that Project Consortium is not responsible for the privacy practises of other such websites. We encourage our users to be aware, when they leave our Platform, to read the privacy statements of each and every website that collects personal identifiable information.

This Platform may contain links to other websites. These links are meant for your convenience only. Links to third party websites do not constitute sponsorship or endorsement or approval of these websites. Please be aware that we are not responsible for the privacy practices of such other websites. We encourage our users



to be aware, when they leave our Platform, to read the privacy statements of each and every website that collects personally identifiable information. This Privacy Policy applies solely to information collected by this Platform.

Contact Us

If you have any questions or concerns at any time about our Privacy Policy or the use of your Personal Data, please contact us at our Project Consortium’s contact email address in Schedule 1 and we will usually respond within 48 hours.

Schedule 1

Definitions and interpretations:

| | | |
|---|---------------------------------|--|
| 1 | Project Consortium / we. | <ol style="list-style-type: none"> 1. NORCE NORWEGIAN RESEARCH CENTRE AS (NORCE), with legal address Nygårdsgaten 112, 5838 BERGEN Norway, the Coordinator 2. VIKING AQUA AS (VIKINGAQUA), with the legal address Sandevegen 631, 5977 Ånneland, Norway 3. MARINEHOLMEN RASLAB AS (RASLAB), with the legal address Thormøhlens gate 41, 5006 Hordaland, Norway 4. ALGEMY INGREDIENTS S.L. (ALGEMY), with the legal address Edifici Can Baumann, Ctra. de Roda 70, Vic 08500, Vic Spain 5. A4F ALGAFUEL SA (A4F), with the legal address Estrada do Paco do Lumiar Campus do Limiar Edificio E R/C, 1649 038 LISBOA, Portugal 6. SAFIESTELA- SUSTAINABLE AQUAFARMING INVESTMENTS (SEA8), with the legal address Lugar do Rio Alto, Estela 4570-275 Póvoa de Varzim, Portugal 7. INESC TEC - INSTITUTO DE ENGENHARIA DE SISTEMAS E COMPUTADORES, TECNOLOGIA E CIENCIA |
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| | | <p>(INESC-TEC), with the legal address Rua Dr Roberto Frias Campus Da Feup, 4200 465 PORTO, Portugal</p> <p>8. ACONDICIONAMIENTO TARRASENSE ASSOCIACION (LEITAT), with the legal address Carrer De La Innovacio 2, 08225 TERRASSA Spain</p> <p>9. ERANOVA, with the legal address: 395 Rue Paradis, po box: 80298, 13008 Rhône-Alpes, MARSEILLE, France</p> <p>10. PESCANOVA ESPANA SL (PESCANOVA), with the legal address Rua Jose Fernandez Lopez S/N Chapel, 36320 REDONDELA, Spain</p> <p>11. VIVA MARIS GMBH (VIVA MARIS), with the legal address Osterbrokksweg 51-53, 22869 SCHENEFELD, Germany</p> <p>12. SUSTAINABILITY INNOVATION, S.L. (SUSTAINN), with the legal address PUERTA DE PAMPLONA 7, BAJO A, po box: 31621, 31621 Comunidad Foral de Navarra, SARRIGUREN, Spain</p> <p>13. PEDAL CONSULTING SRO (PEDAL), with the legal address BJORNSONOVA 4807/5, 036 01, MARTIN, Slovakia</p> <p>14. EUROPEAN AQUACULTURE SOCIETY (EAS), with the legal address Slijkensesteenweg 4, 8400 OOSTENDE, Belgium</p> <p>15. ECO IMAGINATION (ECOIM), with the legal address 16 IMP DE L'AVENUE DES CHENES, 06250 MOUGINS, France</p> |
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| | | |
|---|--|--|
| | | <p>16. PERSEUS (PERSEUS BVBA), with the legal address KORTRIJKSESTEENWEG 127, po box: 1, 9830 SINT MARTENS LATEM, Belgium</p> <p>17. UNIVERSIDADE FEDERAL DO RIO DE JANEIRO (UFRJ), with the legal address AV BRIGADEIRO TROMPOWSKI SN 2, 21941 590 RIO DE JANEIRO, Brazil</p> |
| 2 | Platform | INNOAQUA https://innoaquaproject.eu/ |
| 3 | Countries | Belgium, Brazil, France, Germany, Norway, Portugal, Slovakia, Spain |
| 4 | Project Consortium's contact email address | PMO-INNOAQUA@norceresearch.no |
| 5 | Data Protection Officer contact email address | personvernombud@norceresearch.no |