



Soils4Africa Data Management Plan (First Update)

Project No. 869200

Version 2.0

20 October 2021

(Deliverable: Soils4Africa_D1-1_DMP_v02)



Horizon 2020
European Union funding
for Research & Innovation

This project has received funding from the European
Union Horizon 2020 Research and Innovation
Programme under Grant Agreement 869200



Contact details

Person in charge: Rick van den Bosch (Director)
Project coordinator: Mary Steverink-Mosugu
Address: Droevendaalsesteeg 3, 6708 PB Wageningen (Building 101), the Netherlands
Post: PO Box 353, 6700 AJ Wageningen, the Netherlands
Phone: +31 317 48 7634
E-mail: mary.steverink-mosugu@isric.org

Document details

This report only reflects the views of the author(s).

Project Acronym	Soils4Africa
Project Name	Soil Information System for Africa
Grant Agreement Number	862900
Work Package	WP1
Deliverable	D1.1 Data Management Plan (First Update)
Version	2
Filename	<i>Soils4Africa_D1-1_DMP_v02.pdf</i>
Dissemination Level	Public
Partner in charge	ISRIC
Contributing partners	WU, FARA, SZIU, ARC, IITA, I-BEC, SU, ICRAF, RCMRD , IFA-YANGAMBI, BUNASOLS, IRA , KALRO, SGS Hungária, JRC, and MetaMeta (see Table 1 for full names)
Author	Niels H. Batjes
Contributors	Mary Steverink-Mosugu, Bas Kempen, Oluwole Fatunbi, Erika Micheli, Jeroen Huisng, Garry Paterson, Andrew Silas, and Rik van den Bosch
Due date	n/a (not a deliverable itself, for information project partners)
Revision date	6 August 2021 (updated App. 2, 20 October 2021)

The Commission is not liable for any use that may be made of the information contained therein.

Version History

History of Changes		
Version	Publication date	Change(s)
1.0	15/09/2020	<ul style="list-style-type: none"> ▪ Initial version
2.0	06/08/2021	<ul style="list-style-type: none"> ▪ Added version history table ▪ Added URL to project website ▪ Added URL to 'Soils4Africa maps of agricultural land in Africa' ▪ Reference to deliverable D1.2 for PEDR and Communication plan added ▪ Reference to 'Use cases plus supporting soil quality indicators' added ▪ Soils4Africa Review procedure for deliverables revised/added ▪ Ethical aspects, added deliverables ▪ Updates for WP3, design SIS, were added ▪ INSPIRE compliance metadata added ▪ Updated file formats ▪ Updated Abbreviations ▪ Added name of Data Protection Officers ▪ Added a table for partners to fill in the name of their respective DPO's (Appendix 2). ▪ Other issues, updated ▪ Appendix – List of project deliverables (up to 1 June 2021) ▪ Processed feedback received from project partners (up to 19/07/2021) ▪ List of DPO's resp. contact persons (App. 2) has been actualised based on responses up to October 2021

Table of Contents

Contact details.....	2
Document details	2
Version History	3
List of tables	5
List of figures	5
Abbreviations	6
Abstract	7
Introduction.....	8
Background and motivation	8
Organisation of the Plan.....	8
Data Summary	10
Data Overview	11
Data Origin.....	12
Data Utility.....	13
FAIR Data	14
Making data Findable, including provision for Metadata	14
Making data openly accessible.....	15
Making data interoperable.....	15
Increase data re-use (through clarifying licenses)	16
Allocation of Resources	16
Data Security	16
Ethical Aspects.....	17
Other Issues.....	18
Appendix 1 – List of project deliverables (up to 1 June 2021)	19
Appendix 2 – Data Protection Officers for the Soils4Africa project.....	20

List of tables

Table 1 Partner Details.....	9
Table 2 Guidance on metadata topics to address.....	14

List of figures

Figure 1. Schematic representation of the proposed methodology (Source: Soils4Africa Grant Agreement).....	10
--	----

Abbreviations

CC: Creative Commons license

DMP: Data Management Plan

DOI: Digital object identifier

DPO: Data Protection Officer

EC: European Commission

EO: Earth Observation platforms

EUDPR: EU Data Protection Supervisory Authorities

FAIR: Findable, accessible, interoperable and re-usable (i.e., FAIR principles)

FARA: Forum for Agricultural Research in Africa

FNSSA: Food, Nutrition, Security and Sustainable Agriculture

GDPR: EU General Data Protection Regulation

GLOSIS: Global Soil Information System

GSP: Global Soil Partnership

H2020: European Funding Programme for research and innovation

ICO: Information Commissioner's Office

INSPIRE: Infrastructure for spatial information in Europe

ISO: International Organization for Standardization

IT: Information technology

LUCAS: Land Use and Coverage Area Frame Survey (EC)

OpenAIRE: European Open Science Infrastructure, for open scholarly and scientific communication

PEDR: Plan for the Exploitation and Dissemination of Results

PET: Project Expert Team

SIS: Soil Information System

SOP: Standard Operating Procedure

UUID: universally unique identifier

WP: Work Package

WPL: Work Package Leader

Abstract

The aim of Soils4Africa is to provide an open-access soil information system with a set of key indicators and underpinning data, accompanied by a methodology for soil monitoring across the African continent. The soil information system will become part of the knowledge and information system of FNSSA (Food, Nutrition, Security and Sustainable Agriculture) and will be hosted by an African institute that has undergone the capacity building necessary for this task.

To address these goals, a wide range of data will be collected and produced across seven work packages. The data management plan aims to describe the data to be collected and analysed, and how the data will be stored, shared, and protected.

Soils4Africa will produce a soil information system (SIS) to store and process data collected and created in the project. This SIS will also act as a repository for data collection and will store the data beyond the life of the project with access appropriate for the type of data as set by the owner of the raw data. Soils4Africa will create a publicly accessible website for communication and dissemination to the public.

The Soils4Africa Data Management Plan (DMP) is based on the H2020 FAIR Data Management Plan template designed to be applicable to any H2020 project that produces, collects, or processes data for research. The purpose of the DMP is to define the data to be processed, collected, and produced during the lifetime of the project and designate plans for data storage, data sharing, and data visibility.

This DMP is a living document which will be updated over the lifetime of the Soils4Africa project. Deliverables from the various packages will update the DMP at months 13, 25 and 27, or earlier should any major changes occur, with the final version submitted to the EU in month 48 when the project ends.

This document provides an update as of August 2021 and incorporates the feedback received from the various partners up to 19 July 2021. Deliverables submitted to the EU up to 31 May 2021 are listed in Appendix 1 and mentioned in the body of the report when appropriate. Importantly, contact details for the partner's data protection officers have been added (Appendix 2).

Introduction

Background and motivation

Over the lifetime of the Soils4Africa project soil data will be collected according to standard methods for field sampling and analysis. This DMP will direct the way in which the data collected is to be controlled within and beyond the project. This plan will also define management practices including use of metadata, file naming conventions, and fostering interoperability.

This is a living document to be updated throughout the project when significant changes occur (Figure 1) with the final version submitted before the final review of the project (month 48). Review procedures for project deliverables, and a detailed schedule for the internal and external submission thereof, were formalised in March 2021 ([\('Soils4Africa_Procedure_Deliverables_review.pdf'\)](#)) as a follow up to a recommendation of the Project Executive Team (PET).

Soils4Africa follows the principles of the Open Research Data Pilot (OpenAIRE), an EC-supported initiative to foster Open Science in Europe to accelerate research and boost innovation, as well as the FAIR guiding principles for scientific data management and stewardship¹.

Organisation of the Plan

The Soils4Africa DMP is constructed using the H2020 FAIR Data Management Plan template² designed to be accessible to any H2020 project that produces, collects, or processes research data. This plan is referred to by the OpenAIRE³ guidance materials.

Main sections of the DMP include: a) Data summary, b) Making data FAIR, c) Allocation of resources, d) Data security, e) Ethical aspects, and f) any other issues arising. These aspects are addressed in the following sections. The DMP applies to all partners (Table 1) of Soils4Africa and these are required to inform the WP1 lead as any important changes arise.

¹ Wilkinson, M.D. et al (2016) The FAIR Guiding Principles for scientific data management and stewardship. Sci. Data 3:160018
doi:10.1038/sdata.2016.18

² http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

³ www.OpenAIRE.eu



Table 1 Partner Details

No	Short name	Name	Country
1	ISRIC	Stichting International Soil Reference and Information Centre	Netherlands
2	WU	Wageningen University	Netherlands
3	FARA	Forum for Agricultural Research in Africa, Ghana	Ghana
4	SZIU (MATE)	Szent Istvan University	Hungary
5	ARC	Agricultural Research Council	South Africa
6	IITA	International Institute of Tropical Agriculture	Nigeria
7	I-BEC	Diabalkaniko Kentro Periballontos	Greece
8	SU	Stellenbosch University	South Africa
9	ICRAF	International Centre for Research in Agroforestry	Kenya
10	RCMRD	Regional Centre for Mapping of Resources for Development	Kenya
11	IFA-YANGAMBI	Institut Facultaire des Sciences agronomiques (IFA) de Yangambi	Congo (Democratic Republic of)
12	BUNASOLS	Bureau National des Sols	Burkina Faso
13	IRA	Institut des Regions Arides	Tunisia
14	KALRO	Kenya Agricultural and Livestock Research Organisation	Kenya
15	SGS HUNGÁRIA	SGS Hungaria Minosegellenorzo Kereskedelmi Es Szolgaltato Korlatolt Felelossegű Tarsasag	Hungary
16	JRC	JRC - Joint Research Centre, European Commission	Belgium
17	METAMETA	Metameta Research BV	Netherlands

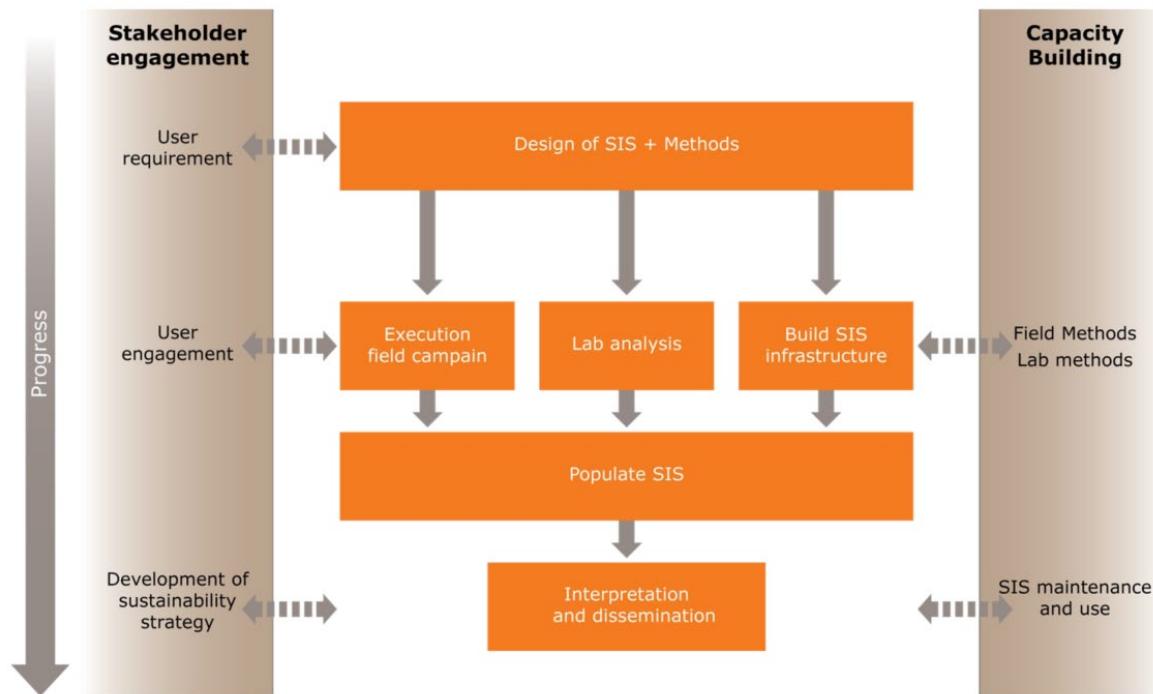


Figure 1. Schematic representation of the proposed methodology (Source: Soils4Africa Grant Agreement).

Data Summary

The overarching goal of the Soils4Africa project is to provide an open-access soil information system with a set of key indicators and underpinning data, accompanied by a methodology for soil monitoring across the African continent. The soil information system will become part of the knowledge and information system of FNSSA and will be hosted by an African institute. Ultimately, the SIS will allow broad-scale applications aimed at informing policy and planning at high level (national or pan-African), with respect to land potential in terms of both the yield and environmental sustainability (including adaptation to climate change and environmental resilience).

Main activities are:

- (i) define use cases and indicators in consultation with stakeholders;
- (ii) make a functional design of the soil information system;
- (iii) develop detailed procedures and tools for the field activities based on the LUCAS methodology and collect 20 000 soil samples;
- (iv) develop detailed procedures for laboratory work and analyze the collected soil samples at one reference laboratory located in Africa; and

- (v) develop the technical infrastructure for the soil information system and serve the results as open data linked with open EO data.

Soils4Africa addresses the work programme of Horizon 2020's Societal Challenge⁴ 2 in the following ways. First, it contributes to priority 2 (Fostering functional ecosystems) because the SIS is a tool to target interventions that improve soil quality and provides insight in the impact of these interventions. Secondly, it contributes to priority 1 (Addressing climate change and resilience on land and sea), as the SIS will contribute to the assessment of carbon losses from soil and the identification of areas with high potential for soil carbon sequestration. Finally, the SIS provides a platform for the development of sustainable business models by service companies aiming at the development of sustainable food systems, contributing to priority 3 (Boosting major innovations on land and sea). Soils4Africa is linking with relevant H2020 projects and Copernicus on EO data use. It actively connects organizations across Africa and Europe for synergies and promotes an open science approach.

Data Overview

This research will produce a range of data and technical guidelines for collecting/analyzing these data. It is expected that the total data and reports generated by the project, and stored within the SIS, uses preferred data formats⁵. This is expected to include files including, but not limited to, the following formats:

- Portable document format (.pdf; for final reports)
- Comma-separated Values (.csv; for soil sample and analytical data)
- Plain text (.txt)
- Microsoft Word (.docx; for draft reports)
- Tab-separated values (.tsv; for soil sample and analytical data)
- Geostationary earth orbit tagged image file format (.GeoTIFF; for gridded maps)
- Joint photographic experts group (.jpeg)
- Portable network graphics (.png)
- JavaScript Object Notation (.json; for web-based data exchange and transfer)
- Extensible Markup Language (.xml; for web-based data exchange and transfer)
- Shapefiles (.shp; for polygon GIS layers).
- OPUS spectral files (.0-9; for storing Bruker spectral data files)

The total amount of soil data that will be collated cannot yet be specified at this stage in the project and it will be incorporated/updated in future revisions of the DMP.

⁴ <https://ec.europa.eu/programmes/horizon2020/en/h2020-section/societal-challenges>

⁵ <https://dans.knaw.nl/en/about/services/easy/information-about-depositing-data/before-depositing/file-formats>.

Data Origin

Initially, the project will make an inventory of historic (existing) datasets available for Africa. Ownership of the historic data may vary from open access (Creative Commons⁶, CC0) to restricted (e.g. CC BY NC SA) depending on the purposes of the underpinning surveys. Generally, this data is owned by national soil survey organisations and sometimes private companies. Personal data will be handled in accordance with the EU General Data Protection Regulation (GDPR)⁷.

Most soil data underpinning the SIS for Soils4Africa (WP6), however, will come from novel data collection work (WP5).

As the project progresses, the various work packages will begin to produce protocols/reports, generate novel data, and communication materials as further detailed in the overarching Grant Agreement:

- Work package 1 will generate a range of reports (e.g. DPM, PEDR) and communication materials, accessible through the Soils4Africa website. The project website⁸ was launched in September 2020 and includes a special section (i.e., Documents) with public deliverables resulting from the project (see Appendix).
- Work package 2 will develop use cases, user requirements and identify associated soil quality indicators; this will inform the development of the SIS and methods for field and laboratory development in WP3. These aspects have been documented in deliverable D2.1, ‘Soils4Africa_D2.1_Use case_v01.pdf’. Personal data for stakeholders identified as potential users of the SIS will be managed in accord with GDPR regulations, informing the communication strategy.
- Work package 3 will produce a series of reports describing methods for deriving soil quality indicators, an overview of existing datasets for Africa, the sampling protocol, guidance for the fieldwork and laboratory analyses, as well as user requirement for the IT infrastructure. Deliverables to date include ‘Methods for deriving selected soil quality indicators’ (D3.1) and ‘Inventory of soil data for Africa represented in the ISRIC-WDC holdings & Soils4Africa Sampling Design’ (D3.2); ‘Detailed guidance for field work’ (D3.3); ‘Guidance for laboratory analysis’ (D3.4) and ‘User requirements for the IT-infrastructure’ (D3.5)
- Work package 4 will prepare reports documenting protocols, Standard Operating Procedures (SOPs) and a toolset to guide and support the field survey, as well as the collection, handling and preparation of soil samples. It will also deliver reports documenting the training of all field teams and field campaign itself. All field observations and data related to the collection, pre-processing and handling will be uploaded in the SIS.
- Work package 5, focuses on Soil Analysis and Capacity Building. The reference laboratory will generate a number of reports on laboratory upgrade (e.g., ISO 45001) and quality control procedures to be followed during the project, with supplementary reports on periodic quality controls carried out. During the project, the number of samples analyzed will increase to 20

⁶ <https://creativecommons.org/>

⁷ <https://gdpr-info.eu/>

⁸ <https://www.soils4africa-h2020.eu/>

000; results will be regularly added to the central data management system, with appropriate metadata documenting data lineage. Metadata for the spatial and soil data collected will be made INSPIRE compliant; this aspect will be addressed during the capacity building component of the project.

- Work package 6 will generate an operational SIS containing all data collected providing access through a user-friendly web portal. A range of reports/manuals describing the technical design of the SIS, results of the analysis of heavy metals and pesticides residues at selected sites⁹, and SIS use and soil information product development from the SIS will be issued. Further, a report documenting training of technical staff at the SIS-hosting institute; it will provide all training materials, as well as a description of the training and records of the trainees in accord with GDPR.
- Work package 7 sets out the 'ethics requirements' that the project must comply with. Several deliverables were submitted for this work package as indicated in the section on 'Ethical Aspects'.

Data Utility

Soils4Africa data management aims to ensure the visibility of the data generated within the project, and for the data to become (and remain) useable. The 'Plan for the Exploitation and Dissemination of Results (PEDR) and Communication Activities' (deliverable 'Soils4Africa_D1-2_PEDR_v01.pdf') describes the strategy for sharing the project results with potential users (dissemination) and the use of project results. The PEDR will be subject to annual review by the PET and updated as necessary.

All public documents, guidelines, manuals arising from the project have been published on the [website](#) established for the project and will be updated as necessary after EU-review. The website will also provide news items and announce events to inform the Soils4Africa and other communities.

Soils4Africa plans to publish results of the investigations in open access peer-reviewed journals, ensuring visibility of the data generated by the project.

The project will develop a strategy for sustainable serving and maintenance of the SIS at a renowned institute in Africa.

⁹ In view of the often-sensitive nature of pollution and pesticide-related data such data may need to be anonymised, i.e. presented without georeferencing.

FAIR Data

Making data Findable, including provision for Metadata

All data collated and generated by the project must be findable, the first criterion for data being FAIR. Metadata describing the various resources will be created and stored in the SIS's metadata catalogue using a standard format, such as ISO 19115:1-2014, and be INSPIRE compliant. Typically, the metadata will describe the datasets concisely, including title of the materials, name of the author(s), year the materials were generated or published, information on stratum (e.g. soil science), region (e.g., Africa, Kenya) and other domain specific keywords such as pH, organic carbon and CEC (cation exchange capacity), language of the resource, unique identifier of the resource (UUID or DOI), license (e.g., CC BY 4.0, CC BY NC or Embargo), contact for the resource (i.e. metadata catalogue contact), status of the resource (e.g. ongoing and completed), the provenance/lineage of the materials. For spatial data, provision of the coordinate reference system is essential.

All the data sets available within the project must provide a detailed level of metadata on their description, including contact information. The following guidance, based on guidelines prepared by the NERC¹⁰, will be followed:

Table 2 Guidance on metadata topics to address

Metadata topic to address	Details
Contact information	Metadata should be provided that documents the provenance of the data so that these are fully traceable
Experimental Design / Sampling Regime	Metadata should be provided which details the experimental design and/or sampling regime, where applicable
Collection / Generation / Transformation Methods	Metadata should be provided covering methods used for collection of samples/observations. Alternatively, where data values are derived/generated/transformed, then details of how this is achieved should be provided.
Fieldwork and / or Laboratory Instrumentation	Information should be supplied on instruments/machines used for collection/analysis of samples/observations where relevant.
Calibration Steps and Values	Details of the steps taken to calibrate any instruments/machines used, including use of any blanks, and the values used for calibration should be provided.
Nature and Units of Recorded Values	Metadata should be provided describing the nature of the recorded values contained and the units used sufficient to unambiguously define what has been measured and recorded in the dataset.
Analytical Methods	Full descriptions of any analytical methods used to generate the data values contained in the dataset should be included
Quality Control	Any quality control measures undertaken to ensure the quality of the data values included in the dataset should be detailed.

¹⁰ Natural Environment Research Council <http://www.nerc.ac.uk>



Format of Stored Data	The format which was used to store the dataset during the lifetime of the project, and the format in which the dataset is made publicly available, if different, should be named in the contextual metadata.
Miscellaneous	Any additional information necessary to expand on that given in the discovery metadata record.

Naming convention for project reports will follow the pattern:

Soils4Africa_Deliverable#_FileName_version

So, for example, the first DMP is titled ‘Soils4Africa_D1-1_DMP_v01’. File naming conventions are expected to update as the project progresses to keep up with the demands of the project.

The metadata model is intended to associate the various file types which form the basis of the data. Metadata will detail the associations between files and their relevance within the project. This is intended to safeguard the openness and interoperability of the data. The detail of the metadata accompaniment will be updated as the project progresses to incorporate the expansion of the data.

Making data openly accessible

During the lifetime of the project the deliverables stated by the grant agreement as having public dissemination will be openly available, these will be distributed through the website. The website is fully accessible by all members of the public using modern web browsers and mobile devices. In addition it is available in two languages (English and French) to maximise the accessibility. The website provides a page for downloadable materials including the recently produced ‘Soils4Africa maps of agricultural land in Africa’¹¹. Where relevant, deliverables will also be shared through the SIS or directly disseminated to stakeholders.

A next version of the DMP will clearly define the approval process for linkages with existing large data instruments or repositories hosted by different organizations, such as FARA’s ‘DatainformS’. Contacts with EO data providers for Africa have been formalized (e.g., AfriGEO and GMV1 AfriCultureS); the corresponding ‘letters of agreement’ will be stored in the SIS by the data processor.

Making data interoperable

Soils4Africa will aim to adhere to the most commonly used file formats to be supported by the scientific and agricultural communities, using defined vocabularies (or ontologies) and uniform ISI units of measurement. The project will review existing ontologies that are applicable and acceptable to the Soils4Africa project and SIS.

¹¹ <https://www.soils4africa-h2020.eu/s4a-maps-agricultural-land-in-africa>

Soils4Africa Data Management Plan

All data will be available as *open* data and according to FAIR¹² (Findable, Accessible, Interoperable and Reusable) principles through user-friendly web services allowing data to be reviewed and downloaded. To ensure inter-operability, an adequate multi-lingual ontology will be identified, possibly drawing on the recommendations for the Online Collaborative Platform (OCP³) being developed for the EU CIRCASA¹³ project. The SIS will be compatible with (and possibly become a node in) the *Global Soil Information System* (GLOSIS)¹⁴ being developed in Pillar 4 of the Global Soil Partnership (GSP).

Increase data re-use (through clarifying licenses)

Licensing is defined in the consortium agreement and will dictate the level of data re-use including the period beyond the end of the project. An ‘open’ Creative Commons license (i.e. CC 0 or CC BY) will be pursued for the novel data resulting from the project, to encourage data re-use. This information will always be visible so that existing and prospective partners may pursue business opportunities and/or options for new research collaboration that build on the results of the Soils4Africa project, this in line with the overall terms of the Consortium Agreement.

It is foreseen that the system will have its in-built analytics that can provide summarized data for the end users.

Allocation of Resources

Costs and partner responsibilities are covered in the budget defined in the consortium agreement. This aspect is the responsibility of the lead partner, ISRIC, and is within the remit of Work Package 1, Project Coordination and Management.

The costs of long-term data management and maintenance of the SIS after the project ends are not covered by the project budget. At this stage, it is anticipated these will be borne by the African Institute that will host the SIS after the project ends.

Data Security

Partners hold responsibility for the recoverability of the data they generate. Importantly, data and documentation resulting from the research will be stored on institutional network drives with defined access restrictions and daily back-ups. A centralized data management system will be developed as part of the SIS, enabling cross-institutional data exchange in a protected cloud environment. A mechanism

¹² <https://www.openaire.eu/how-to-make-your-data-fair>

¹³ <https://www.ocp.circasa-project.eu/en/1/home.html>

¹⁴ <http://www.fao.org/global-soil-partnership/areas-of-work/soil-information-and-data/en/>

should be in place to allow partners backup data being generated on weekly basis to a centralized repository.

To minimize the risk of data loss or corruption, external devices such as hard disks or USB drives will not be used. A protocol will be set up to ensure that files are consistently named and versioned following identical standards by all participating members (see above).

Final drafts of documents will be stored by the partner responsible for the task on a project-specific Microsoft Teams folder, managed by the coordinator of WP1. This folder is accessible only by project partners. Final documents will be verified by at least one member of the project Executive Team (PET) prior to their submission to the EU as part of the regular and final reporting. As indicated, final public deliverables/documents will be uploaded to the Soils4Africa website to ensure wide accessibility.

Importantly, in view of long-term safeguarding of the project deliverables (> 10 years) and sustained quality-assurance, a back-up of the data will be kept by ISRIC - World Soil Information. ISRIC is a CoreTrustSeal certified repository (CTS)¹⁵ and a regular member of the ICS (International Council for Science) World Data System where it is accredited as ISRIC WDC-Soils¹⁶.

Ethical Aspects

Ethical considerations are defined in Work Package 7, Ethics Requirements, as described in the Grant Agreement. In particular, templates for informed consent procedures covering voluntary participation and data protection issues (in language and terms intelligible to the participants) will be collated and archived by the respective partners (see Appendix 2). Scanned copies of the filled-in templates (as pdf files, English version) will be submitted as a deliverable to the WP1 lead for central registration in the SIS by the data processor. This will ensure compliance with the 'European Code of Conduct for Research Integrity, Revised Edition 2017'¹⁷.

The following documents have been produced and shared with the partners to make them aware of the 'ethical requirements' of the project:

- Soils4Africa_D7-1_H_v01.pdf – Humans (H), Requirement No. 1
- Soils4Africa_D7-2_H_v01.pdf – Processing of personal data (European countries)
- Soils4Africa_D7.2-POPD_v01 – Protection of personal data (POPD)
- Soils4Africa_D7.3_NEU-v01.pdf – Processing of personal data, Non-European Countries (NEU)
- Soils4Africa_D7.4_EPQ-v01.pdf – Environmental Protection and Safety (EPQ), Requirement No. 4.

¹⁵ <https://www.coretrustseal.org/>

¹⁶ <https://www.isric.org/about/world-data-centre-soils-wdc-soils>

¹⁷ https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020-ethics_code-of-conduct_en.pdf

Soils4Africa Data Management Plan

Soils4Africa has appointed Niels Batjes (ISRIC) as the Data Protection Officer (DPO) to monitor that the project is processing all personal data in compliance with applicable data protection rules. The DPO carries out the functions for the Project with respect to data protection obligations, as described in project deliverable D7.2-POPD.

Each data handling partner (or beneficiary) should appoint a DPO to ensure awareness of and adherence to the principles of the GDPR; written confirmation for each beneficiary (i.e. indicating whether they require a DPO or not) must be submitted to ISRIC as a deliverable to be stored in the SIS. Requests for this have been mailed to all the partners in early May 2021, in the framework of D7.2. The last reminders were sent after the First Annual Project Meeting (9 September 2021). Responses are listed in Appendix 2; see also Annex 2 of the Grant Agreement. The main tasks of the ‘regional’ DPO’s are outlined in deliverable D7.2 ‘Processing of Personal Data’, which has been sent to the various partners.

If any individual or partner within Soils4Africa is aware of a (personal) data-related incident or breach they should report it to their DPO, as well as the DPO at ISRIC, as soon as possible and within 72 hours of discovering the breach. The ISRIC DPO is obliged to report any breaches which result in a risk to individual's rights and freedoms to the EU Data Protection Supervisory Authorities (EUDPR).

Other Issues

No other issues have been raised at present by the consortium. This is a living document to be updated with outstanding issues as the project progresses. The present version (no. 2) has been updated to reflect the changes to the project up to July, 2021 (Month 14). Deliverables from the various work packages will update the DMP at months 25 (version 3, June 2022) and 37 (version 4, June 2023) of the project. The final DMP, itself a project deliverable, will be submitted to the EU in month 48 when the project ends.

Appendix 1 – List of project deliverables (up to 1 June 2021)

Deliverable	Title	Submission date	Status ¹⁸
Report_WP4_D4-1_Map agric land_201207	Map of agricultural land of continental Africa	30/11/2020	R
Soils4Africa_D1-2_PEDR_v01Soils4Africa_D3-2a_SoilDataInventory	Plan for the Exploitation and Dissemination of Results (PEDR) and Communication Activities	15/9/2020	R
Soils4Africa_D1-3_WEBSITE_v01	Soils4Africa website	15/9/2020	R
Soils4Africa_D2.1_Use cases_v01	A set of use cases plus supporting soil quality indicators	15/01/2021	R
Soils4Africa_D3.1_SoilQualityIndicators_v01	Methods for deriving selected soil quality indicators	31/1/2021	R
Soils4Africa_D7-1_H_v01	Soils4Africa Humans (H) Requirement No. 1	30/11/2020	R
Soils4Africa_D7-3_NEC_v01	Soils4Africa NEC Requirement No. 3	30/11/2020	
Soils4Africa_D7-4_EPQ_v01	Soils4Africa Environmental Protection and Safety (EPQ)Requirement No. 4	30/11/2021	R
Soils4Africa_WP1_D1-1_DMP_v01	Soils4Africa Data Management Plan	15/09/2021	R
Soils4Africa_Procedure_Deliverables_review	Soils4Africa_Procedure_Deliverables_review	2/3/2021	Internal
Soils4Africa_D2.1_Use cases_v01	A set of use cases plus supporting soil quality indicators	15/01/2021	R
Soils4Africa_D3.1_SoilQualityIndicators_v01	Methods for deriving selected soil quality indicators	31/1/2021	R
Soils4Africa_D3-2_v01	Inventory of soil data for Africa represented in the ISRIC-WDC holdings & Soils4Africa Sampling Design	29/05/2021	R
Soils4Africa_D3.3_Guidance_Fieldwork_v01	Detailed guidance for field work	31/05/2021	R
Soils4Africa_D3.4_Guidance_LaboratoryAnalysis_v01	Guidance for the Laboratory Analysis	29/05/2021	R
Soils4AfricaD3.5Requirements_v1.0	User requirements for the IT-infrastructure	28/05/2021	R
Soils4Africa_D7.2-POPD_v01	Protection of personal data (POPD), requirement no. 2	29/05/2021	R

¹⁸ R: This deliverable is under review by the EU and subject to changes if deemed necessary. The European Commission and European Research Executive Agency are not responsible of the content of the documents. Any subsequent updates will be shared and flagged as such (final versions will be made available at: <https://www.soils4africa-h2020.eu/documents>).

Appendix 2 – Data Protection Officers for the Soils4Africa project

Partner no.	Partner, short name ^a	EU partner	Has DPO ^b	Name of DPO ^d	E-mail	Confirmation	Online privacy and contact details
1	ISRIC	Y	Y	Niels H. Batjes	niels.batjes@isric.org	Y	https://www.isric.org/cookies
2	WU	Y	Y	Coen Ritsema ^b	privacy@wur.nl	N	https://www.wur.nl/nl/Privacy-Cookie-verklaring.htm
3	FARA	N	Y	Benjamin Abugri	Babugri@faraafrica.org	Y	-
4	SZIU (MATE) ^c	Y	Y	Bence Györe	dpo@uni-mate.hu	Y	http://sziu.hu/szius-privacy-statement
5	ARC	N	Y	Khangwelo Rathogwa	RathogwaK@arc.agric.za,	Y	http://www.arc.agric.za/Pages/Terms-and-Conditions.aspx
6	IITA	N	Y	Olatunbosun Obileye	O.Obileye@cgiar.org	Y	https://www.iita.org/privacy-policy/
7	I-BEC	Y	N	Nikos Tsakiridis	tsakirin@auauth.gr	Y	-
8	SU	N	?	Andrei Rozanov ^b	dar@sun.ac.za	N	-
9	ICRAF	N	Y	Thomas Zschocke	cifor-icraf-dpo@cgiar.org	Y	https://www.worldagroforestry.org/node/36303
10	RCMRD	N	?	Emmanuel Nkurunziza ^b	enkurunziza@rcmrd.org	N	-
11	IFA-YANGAMBI	N	?	Alongo Longomba ^b	sylvainalongo@yahoo.fr	N	https://www.auf.org/mentions-legales/
12	BUNASOLS	N	N	Traore Mamoudou	tramadalbela@yahoo.fr	Y	-
13	IRA	N	?	Mohamed Oucessar ^b	Ouessar.Mohamed@ira.rnrt.tn	N	-
14	KALRO	N	Y	Patricia Ngutu ^b	Patricia.Ngutu@kalro.org	N	https://www.kalro.org/code-of-conduct-and-ethics
15	SGS HUNGÁRIA	Y	?	Lajos Molnar ^b	lajos.molnar@sgs.com	N	https://www.sgs.hu/en/privacy-at-sgs

Partner no.	Partner, short name ^a	EU partner	Has DPO ^b	Name of DPO ^d	E-mail	Confirmation	Online privacy and contact details
16	JRC	Y	Y	Premys Spicar (JRC.A.4)	<u>JRC-DATA-PROTECTION-COORDINATOR@ec.europa.eu</u>	Y	https://ec.europa.eu/dpo-register/detail/DPR-EC-00933
17	METAMETA	Y	Y	Simon Chevalking	schevalking@metameta.nl	Y	-

^a For long names of consortium partners see Table 2.

^b For beneficiaries that have no DPO, the name and contact email for receiving GDPR-related information (in case of no reaction, the name of the primary contact person has been added).

^c Name and contact information for SZIU (now MATE) changed subject to updates from the EU Project Adviser.

^d List of DPO's resp. contact persons is based on feedback received from project partners up to September 2021 (when last reminders were sent).

