

Research Data Repository Notice and Take Down Policy

If the administrators of the Research Data Repository are notified of a potential breach of copyright, or receive a plausible complaint indicating a violation of any law (including but not limited to laws on copyright, patent, trademark, confidentiality, data protection, obscenity, defamation or libel), relating to a Dataset, the Dataset involved will be withdrawn from the repository as quickly as possible pending further investigation. A decision on whether the Dataset may be made available again may take some time if it is necessary for the University of Bristol to seek legal advice to resolve the complaint.

How to complain

If you have discovered material in the Research Data Repository which is unlawful e.g. breaches copyright (either yours or that of a third party) or any other law, including but not limited to those relating to patent, trademark, confidentiality, data protection, obscenity, defamation or libel, please contact the University of Bristol Research Data Service Manager in writing (and preferably also by email) providing the following information:

- Your contact details.
- Full details of the Dataset including the author, title and DOI
- The website address where you found the content in the Data Repository.
- The nature of your complaint.
- An assertion that your complaint is made in good faith and is accurate.
- If you are complaining about breach of your own copyright, please state that you are the rights owner or are authorised to act for the rights owner.

Please send your complaint to:

Notice and Takedown
Library Research Support
Library Services
University of Bristol
Augustine's Courtyard
Orchard Lane
Bristol BS1 5DSJ

data-bris@bristol.ac.uk

The following 'Notice and Takedown' procedure will then be invoked:

1. The administrators of the Research Data Repository will acknowledge receipt of your complaint by email or letter and will make an initial assessment of the validity and plausibility of the complaint, possibly taking legal advice.
2. The material will be temporarily removed from the Research Data Repository pending an agreed solution.

3. The administrators of the Research Data Repository will contact the contributor who deposited the material. The contributor will be notified that the material is subject to a complaint, under what allegations, and will be encouraged to assuage the complaints concerned.

4. The complainant and the contributor will be encouraged to resolve the issue swiftly and amicably and to the satisfaction of both parties, with the following possible outcomes:

- i. The material will be returned to the Research Data Repository unchanged.
- ii. The material will be returned to the Research Data Repository with appropriate changes.
- iii. The material will be permanently removed from the Research Data Repository.

5. If the contributor and the complainant are unable to agree a solution, the material will remain unavailable through the Research Data Repository until a time when a resolution has been reached.

6. All takedowns will be signalled openly on the Research Data Repository by indicating the domain, the reason for takedown and the date of takedown.

Acknowledgement

This policy is based on the Jorum Notice and Takedown Policy



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