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# **TPM-MSc-Graduation Project [Case Study into Municipal Heat-Transition: Data-Driven Policy-Making Tool]**

*A Data Management Plan created using DMPonline*

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**Template:** TU Delft Data Management Questions

**Project abstract:**

The purpose of this research study is to understand the stakeholder requirements on a system design that can be used to support municipal heat transition policy-making. Interviews with open questions will be held to gather participant perspective on heat transition, policymaking, and data gathering.

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## General TU Delft data management questions

Nicolas Dintzner, the Data Steward of the faculty of TPM

2020-04-21

- Yes, leading the collaboration

Dr. A.M.G. (Anneke) Zuiderwijk- van Eijk

- SURFdrive

Data to be collected: audio recording, informed consent, transcript of the interview, participant summary documents, codebook, result analysis, a summary of findings.

- < 250 GB
- Not all data can be publicly shared - please explain below which data and why cannot be publicly shared

data that can not be made available:

audio recording, informed consent form, transcript of the interview, and everything that contain personal information

data that can be made available:

interview summary, aggregated data, and everything that does not contain personal information

- < 100 GB
- Data will be uploaded to the 4TU.Centre for Research Data
- Yes

Interview with human that will include contact information (email), name, and signature.

- E-mail addresses
- Name and addresses
- Other types of personal data – please explain below

Knowledge and perspectives on heat transition, data gathering for heat transition, and decision making for heat transition policymaking

## TU Delft questions about management of personal research data

Please provide your answer in the table below. Add an extra row for every new type of data processed:

Type of data	How will the data be collected?	Purpose of processing	Storage location	Who will have access to the data
Knowledge and perspectives on heat transition, data gathering for heat transition, and decision making for heat transition policymaking	Through interview (data will be recorded in audio recorder and then transcribed)	Empirical evidence for qualitative analysis	surfdrive	Graduation project supervisors Anneke Zuiderwijk-van Eijk <a href="mailto:A.M.G.Zuiderwijk-vanEijk@tudelft.nl">A.M.G.Zuiderwijk-vanEijk@tudelft.nl</a> MSc student: Mustika Siti Hajarini MustikaSitiHajarini@student.tudelft.nl
Informed consent form	Through a PDF form	To record the consent of the participants who agreed for their data processing	surfdrive	Graduation project supervisors Anneke Zuiderwijk-van Eijk <a href="mailto:A.M.G.Zuiderwijk-vanEijk@tudelft.nl">A.M.G.Zuiderwijk-vanEijk@tudelft.nl</a> MSc student: Mustika Siti Hajarini MustikaSitiHajarini@student.tudelft.nl
Contact address (email)	Recommendation from a contact person in TNO.	Archival record and to contact the interviewee if needed	surfdrive	Graduation project supervisors Anneke Zuiderwijk-van Eijk <a href="mailto:A.M.G.Zuiderwijk-vanEijk@tudelft.nl">A.M.G.Zuiderwijk-vanEijk@tudelft.nl</a> MSc student: Mustika Siti Hajarini MustikaSitiHajarini@student.tudelft.nl

- No
- Informed consent - please describe the informed consent procedures you will follow

An informed consent form (in PDF) will be sent by email prior to the interview. Afterwards, the form shall be read to the interviewee. After informed consent is signed, informed consent will be kept as a record. But no data from informed consent will be used in used for further analysis.

No personal data will be shared. Only aggregated data will be shared.

- None of the above apply