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**ETH Library  
Research Collection**

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## Data stewardship authorisation for Research Collection

for

**Data steward's name**

**Email**

on behalf of

**Department**

**Organisational unit (name, code)**

As data steward I am responsible to make digital research data findable, accessible, interoperable and reusable ([FAIR](#)) during and after our research project(s), including the publication of research data, full text (publications) and metadata in the Research Collection.

The data steward is the contact person for data access and data quality issues, and is responsible for the communication with the Research Collection. He/She is authorised to

- upload data and publications produced at the above-mentioned organisational unit to the Research Collection,
- define access rights for uploaded works,
- grant access permissions when external users request access to restricted datasets

on behalf of rights holders (e.g. authors and data producers) that are or were members of the above-mentioned organisational unit.

For all uploads, the Research Collection's *Terms of Use* and *Terms for submitting and using a work* apply.

Date

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Data steward's signature

### Responsible ETH professor

I hereby authorise the person named above as data steward for my research group.

**Name in block letters**

Date

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Signature

Please return the signed authorisation form to [research-collection@library.ethz.ch](mailto:research-collection@library.ethz.ch).