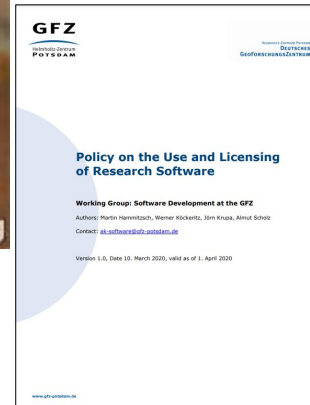
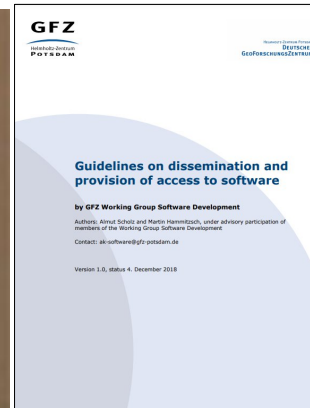


Policy, guidelines, and further materials at GFZ

Jörn Krupa, Head of Transfer & Innovation



<https://makeameme.org/meme/policies-policies-everywhere>





Outside



Helmholtz Open Science Office | Open Research Software
Empfehlungen zur Implementierung von Leit- und Richtlinien zum Umgang mit Forschungssoftware an den Helmholtz-Zentren

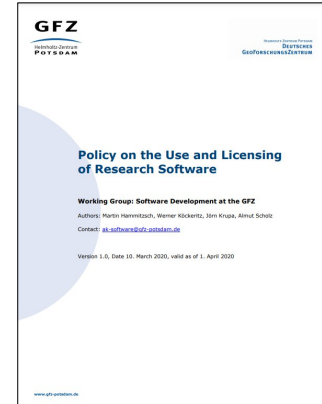
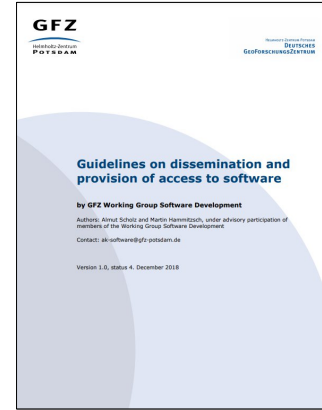
Helmholtz Open Science Office | Open Research Software
Muster-Richtlinie Nachhaltige Forschungssoftware an den Helmholtz-Zentren
Stand 21.11.2019

Genesis

- since 2017 Policy Recommendations (Allianz, Helmholtz etc.)



- 2018: Establishing of working group (AG) Software @ GFZ
- AG with eScience Center, Legal, CIO, Open Science, TT, RSE
- 2018 / 2019: internal meetings and development of two central policy documents and further materials



Building blocks of our policy

Policy on the Use and Licensing of Research Software (since April 2020)

Establishment of services for counselling and support (since January 2019)

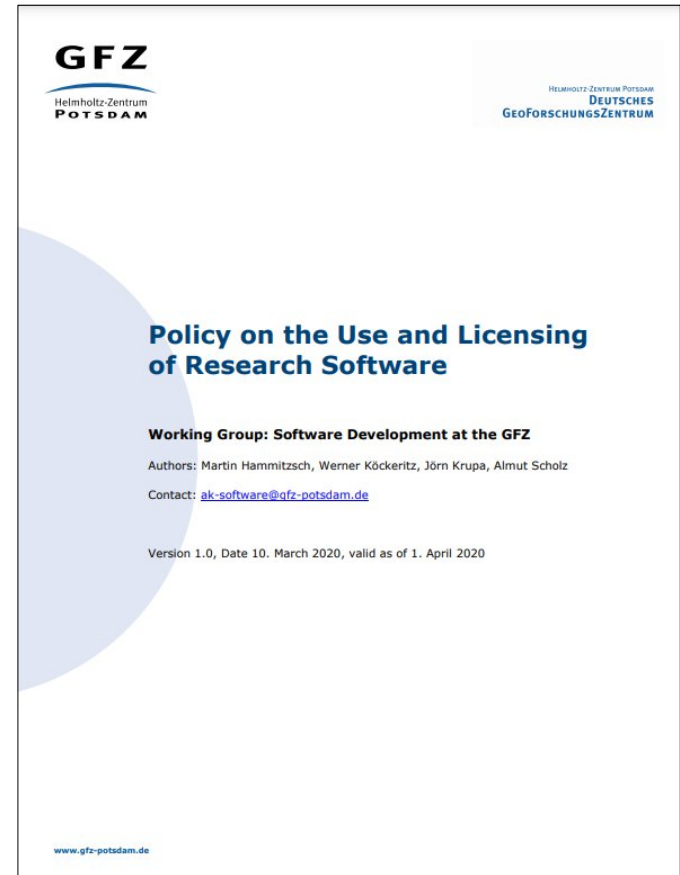


Guidelines on dissemination and provision of access to software (since January 2019)

Software distribution process and Materials for licensing and exploitation of research software (since January 2019)

Policy as overview with strategic goals (“Richtlinie”)

1. Strategic measures for the valorisation of software
2. Principles for development, use, exploitation and licensing of research software
3. Support and further information (as Meta-level-Document)

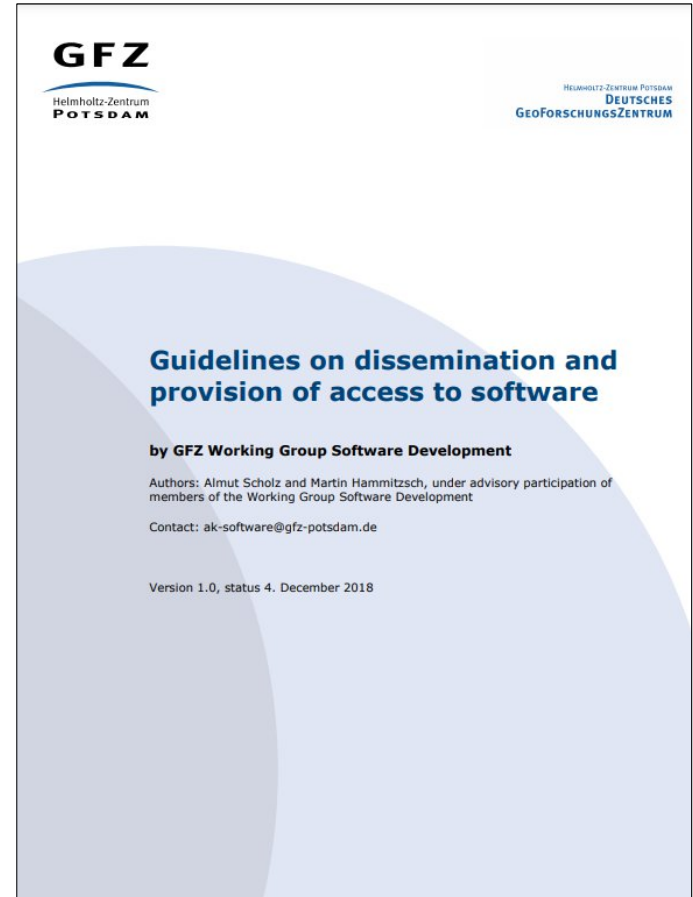


Strategic goals for valorisation

- a) systematic recording with link to internal reporting
- b) software repository, access to internal and external users via software portal
- c) resources for the upkeep, maintenance and user-support are to be taken into account in the budgets
- d) monetary incentives should be introduced, e.g. for commercially usable software
- e) non-monetary incentives shall be strengthened at all levels
- f) DOIs for certain releases, e.g. for better evaluation of performance support

Guidelines (“Leitfaden”)

- software distribution process & practical support
- consulting, providing orientation & workflow
- distinction between software for internal usage and for publication or distribution ☾ License



Intranet "Research Software at GFZ"

Explanations

Regulations

Webform

GFZ
Helmholtz Centre
POTSDAM

Search

Profile | Privacy policy | German

Topics | **Organisational Units** | **Phone List**

General

- ▶ Foundation Statutes
- ▶ Regulations Governing Signatures and Representation
- ▶ Auditing rules
- ▶ Good Scientific Practice
- ▶ Guidelines for Scientific Publications
- ▶ Guidelines on Research Data

Dissemination and Publication of Software

- ▶ Election regulations
- ▶ English Terminology
- ▶ Data of employees
- ▶ IT Security Guideline
- ▶ Occupational Health and Safety Guidelines
- ▶ Use of Video Cameras at the GFZ

Intranet » Topics » Policies and Forms » Internal Regulations » General
▶ **Dissemination and Publication of Software**

Research Software at GFZ

With the increasing indispensability of software solutions in the process of gaining scientific knowledge, the sustainable use of research software - i.e. software that is developed and / or used for the purpose of scientific research - is part of good scientific practice.

In order to live up to this claim and to address the associated challenges, policies, guidelines and other documents as well as materials have been developed, which should serve as a binding framework and support in the professional handling of research software.

If you have any questions or need support, please use the contact information given in the documents.

Questions about the documents and assistance provided below can be directed to [software-legal\(at\)gfk-potsdam.de](mailto:software-legal(at)gfk-potsdam.de).

****The process in a nutshell****

Generally please respect the following cases:

Software for internal usage

The procedure and requirements for software that is used internally at GFZ only are determined by the section heads. Nonetheless, please follow best practices of software development. Software that is used by GFZ employees exclusively must not be labeled with a licensed.

If software was or is developed by a third party, the rights of use must be clarified before utilisation of the software. Ideally, the software in question already comes with a license that is suitable for usage at GFZ.

A license consultation and further recommendations can optionally be obtained by filling out the [webform](#)

Contact

Please do not hesitate to contact us if you encounter problems or have questions:
[software-legal\(at\)gfk-potsdam.de](mailto:software-legal(at)gfk-potsdam.de)

Working Group and Contacts

Information on the tasks and members of the *Working Group Software Development at GFZ* can be found [here](#).

Approval request

Webform

(Important note: the use cases in the webform are currently deviating from those in the policy and the guidelines. These documents are currently under revision. The use cases in the webform are effective.)

Templates

Recommended practices

Contact

GFZ GitLab

The screenshot shows the GitLab web interface. The top navigation bar is dark blue with the GitLab logo, a menu icon, a search bar, and user avatars. The left sidebar is light gray and contains a 'Software' group link with a sub-menu: 'Subgroup information', 'Issues' (70), 'Merge requests' (3), and 'Packages & Registries'. The main content area is titled 'id2 > Software'. It features a 'Software' group header with a globe icon, 'Group ID: 623', and a 'Request Access' link. Below this are tabs for 'Subgroups and projects' (selected), 'Shared projects', and 'Archived projects'. A search bar and a 'Most stars' dropdown are also present. The list of subgroups and projects includes: 'Software License Templates' (example projects), 'Software Project Templates' (0 issues, 8 packages, 0 users), 'services' (3 issues, 1 package, 0 users, with a link to https://software.hifis.net/services), and 'Recommended practices' (4 stars, 1 week ago).

id2 > Software

Software Group ID: 623 [Request Access](#)

Subgroups and projects Shared projects Archived projects

Search by name Most stars

- > **Software License Templates** 1
Example projects that show how to apply licenses
- > **Software Project Templates** 0 8 0
- > **services** 3 1 0
<https://software.hifis.net/services>
- Recommended practices** ★ 4 1 week ago

<https://git.gfz-potsdam.de/id2/software>

From AG Software to Software Distribution Team

eScience/HIFIS



Legal



Transfer & Innovation

