

ROSETTA

Reducing food waste due to marketing standards through alternative market access

From Farm
to Fork,
we link the
sustainable
way

D8.3 Data Management Plan- First Update

Q-PLAN

30/06/2025



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Authors (Organisation):	Eirini EFTHYMIADOU (Q-PLAN), Evangelos GENITSARIS (Q-PLAN), Dimitrios DASKALAKIS (Q-PLAN)
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Abbreviations

Table 1: Abbreviations

AB	Advisory Board
CESSDA	Consortium of European Social Science Data Archives
EC or Commission	European Commission
EU	European Union
FAIR	Findable, Accessible, Interoperable and Re-usable
GDPR	General Data Protection Regulation
DMP	Data Management Plan
DoA	Description of the Action
DOI	Digital Object Identifier
DCMI	Dublin Core Metadata Initiative
GA	Grant Agreement
IPR	Intellectual Property Rights
MIPs	Multi-Actor Innovation Platforms
OA	Open Access
OAI	Open Archives Initiative
OAI-PMH	Open Archives Initiative Protocol for Metadata Harvesting
PC	Project Coordinator
PI	Persistent Identifier
PO	Project Officer
QA	Quality Assurance
QC	Quality Control
REA	European Research Executive Agency (REA)
SC	Steering Committee
SM	Scientific Manager
TL	Task Leader
URL	Uniform Resource Locator
WBS	Work Breakdown Structure
WP	Work Package
WPL	Work Package Leader
WTL	Work Task Leader

Executive Summary

This document (D8.3) constitutes the first update of the Data Management Plan (DMP), building upon the initial version (D8.2) in the framework of the ROSETTA project.

ROSETTA sets out to deliver reliable evidence, produced through transdisciplinary research with the engagement of multi-actors from the agri-food value chain of selected food commodities, that a) estimates food waste generated by the use of marketing standards along the whole value chain, b) co-defines and validates sustainable solutions for the valorisation of that waste, and c) assesses trade-offs. To this end, we develop an operational plan and deploy pilot experiments in five (5) use cases across EU countries, led by private marketing standards owners or networks/clusters in the value chain, representing four (4) main food commodities, namely fruit & vegetables, cereals, dairy and meat.

Under this light, ROSETTA entails several activities within its framework, which involve the collection, production and/or processing of data, with a view to generating meaningful insights that will feed into the project and fuel the co-creation and delivery of truly evidence-based results and solutions.

In this context, the interim version of the project's DMP reviews and revises, when necessary, the overall methodological principles pertaining to the management of the data that will be collected and/or generated in the framework of ROSETTA, safeguarding sound and ethical data management for the entire duration of the project. Moreover, it provides an updated overview of ROSETTA' data, as identified in this interim stage of the project, along with information on the methodology pertaining to their management as well as making them Findable, Accessible, Interoperable and Re-usable (FAIR).

This first updated version of the DMP is the second of three versions of the ROSETTA's Data Management Plan to be produced in the course of the project and will serve as a living document (D8.2 Data Management Plan – Initial Version delivered in M3 will be updated to D8.3 Data Management Plan – First Update in M18 and ultimately fixed as D9.1 Data Management Plan – Final Update in M36). Along these lines, the initial DMP has been updated and will be further elaborated during the project to reflect an accurate, up-to-date and ultimately comprehensive plan for managing the data that will be collected, and/or generated by the project across its entire life cycle, both during and after the completion of ROSETTA.

1. Introduction

The current document represents the interim version of the Data Management Plan (DMP) of the ROSETTA project which has received funding from the European Union's Horizon Europe Research and Innovation programme under Grant Agreement No 101136427.

ROSETTA sets out to deliver reliable evidence, produced through transdisciplinary research with the engagement of multi-actors from the agri-food value chain of selected food commodities, that a) estimates food waste generated by the use of marketing standards along the whole value chain, b) co-defines and validates sustainable solutions for the valorisation of that waste, and c) assesses trade-offs. To this end, pilot experiments are deployed in five (5) use cases across EU countries, led by private marketing standards owners or networks/clusters in the value chain, representing four (4) main food commodities, namely fruit & vegetables, cereals, dairy and meat.

Under this light, ROSETTA's regional **Multi-actor Innovation Platforms (MIP) have been established** for co-created innovative solutions, involving – in total – more than 100 individuals from the local agri-food value chains in the five use cases. In addition, the project has established a Community of Practice (CoP) and an Advisory Board (AB).

The **consortium** of ROSETTA brings together a complementary and interdisciplinary group of **17 partners across 8 different countries** within the EU, as presented in the table which follows.

Table 2: ROSETTA consortium

Partner Role*	Partner No	Partner Name	Partner Short name	Country
CO	1	Q-PLAN INTERNATIONAL ADVISORS PC	Q-PLAN	Greece
BEN	2	TEAGASC - AGRICULTURE AND FOOD DEVELOPMENT AUTHORITY	TEAGASC	Ireland
BEN	3	COPENHAGEN BUSINESS SCHOOL	CBS	Denmark
BEN	4	GEOPONIKO PANEPISTIMION ATHINON	AUA	Greece
BEN	5	WHITE RESEARCH SRL	WR	Belgium
BEN	6	PEDAL CONSULTING SRO	PEDAL	Slovakia
BEN	7	POLYTECHNEIO KRITIS	TUC	Greece
BEN	8	UNIVERSITAT WIEN	UNIVIE	Austria
BEN	9	DRAXIS ENVIRONMENTAL SA	DRAXIS	Greece
BEN	10	FRUITVEGETABLES EUROPE	ECF	Belgium
BEN	11	FBCD AS	FBCD	Denmark
BEN	12	FUNDACJA UNIMOS	UNI	Poland
BEN	13	CHALKIADAKIS ANONYMI ETAIREIA TOURISTIKON XENODOCHEIAKON EMPORIKON KAIBIOTECHNIKON EPICHEIRISEON	CHALK	Greece
BEN	14	MOCHNIK JERZY MICHAL	MOCH	Poland
BEN	15	FRESHIS AGRITECH SL	FRESHIS	Spain

Partner Role*	Partner No	Partner Name	Partner Short name	Country
BEN	16	SAFE FOOD ADVOCACY EUROPE	SAFE	Belgium
BEN	17	NATURMAELK AMBA	NATM	Denmark

* CO = Coordinator, BEN = Beneficiary

All partners of ROSETTA's consortium adhere to sound data management principles in order to ensure that the meaningful data collected, processed, generated and/or re-used throughout the duration of the project are well-managed, archived and preserved, in line with the structure and guidelines of the **Horizon Europe Data Management Plan Template**¹.

Along these lines, this interim version of the DMP aims to achieve the following objectives:

- Describe the data management lifecycle for the data to be collected and/or generated in the framework of ROSETTA, serving as the key element for good data management.
- Outline and review if necessary, the methodology employed to ensure the sound management of the data collected, and/or generated as well as to make it Findable, Accessible, Interoperable and Re-usable (FAIR).
- Provide updated information on the data that has been and will be collected and/or generated and the way in which it will be handled during and after the end of the project, along with the standards applied to this end.
- Provide details on how the data has been or will be made openly accessible and searchable to interested stakeholders as well as its curation and preservation.
- Present information on the resources to be allocated so as to make data FAIR clearly identifying responsibilities pertaining to data management, while addressing data security and ethical aspects.

With the above in mind, this interim version of **the DMP is structured in 7 distinct chapters**, as follows:

- **Chapter 1** provides introductory information about the DMP, the context in which it has been elaborated as well as its objectives and structure.
- **Chapter 2** presents a summary of the data to be collected/generated during the activities of ROSETTA including the purpose for its collection/generation and its types and formats. Additionally, it outlines its origin, expected volume and the stakeholders that may find it useful.
- **Chapter 3** describes the methodology that is applied in the framework of ROSETTA in order to ensure the effective management of data across the entire lifecycle, making it FAIR.
- **Chapter 4** estimates the resources required for making the project's data FAIR, while also identifying data management responsibilities.
- **Chapter 5** outlines the data security strategy applied within the context of ROSETTA along with the respective secure storage solutions employed.

¹ https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/temp-form/report/data-management-plan_he_en.docx

- **Chapter 6** addresses ethical aspects as well as other relevant considerations pertaining to the data collected/generated during the implementation of the project.
- **Chapter 7** concludes on the next steps foreseen in the framework of the project with respect to its data management plan.

Annexed in the document are (i) the project's Privacy Policy (Annex I), the templates for the (ii) Informed Consent Form (Annex II) and (iii) the Data Subject Request Form (Annex III) as well as (iv) the Record of Data Processing Activities (Annex IV) which has been and will be used during the implementation of the project's activities to ensure compliance with relevant applicable EU and national regulation(s).

Note that the DMP is not a fixed document. It will further evolve during the lifespan of the project and **will be further elaborated and updated at least once more throughout the duration of ROSETTA (i.e. as D9.1 at M36)**. Additional ad hoc updates may be realised (if necessary), in order to include new data, better detail and/or reflect changes in the methodology or other aspects relevant to their management (such as costs for making data FAIR, size of data, etc.), changes in consortium policies and plans or other potential external factors. Q-PLAN is responsible for the elaboration of the DMP and with the support of all partners will update and enrich it when required.

The methodology of ROSETTA for data management builds on know-how, tools and templates that were developed internally by Q-PLAN as well as on good practices from the literature, including the Horizon Europe Data Management Plan template. As in previous EU-funded projects, tailored modifications to the methodology were implemented for ROSETTA as well, to comply with the GA conditions and the particularities of the project. Along these lines, this deliverable presents the adjusted methodology as it was further developed and applied in the context of ROSETTA as well as presents the results from its application during the project.

2. Data summary

ROSETTA collects/generates meaningful non-sensitive data that do not fall into any special categories² of personal data as described within the General Data Protection Regulation³ (GDPR). This data may be quantitative, qualitative or a blend of those in nature and is analysed from a range of methodological perspectives with a view to producing insights that successfully feed ROSETTA's activities, enable us to deliver evidence-based results and ultimately achieve the objectives of the project. With that in mind, the second chapter of the Data Management Plan (DMP) starts by explaining the purpose for which this data is collected/generated and how it relates with ROSETTA. It proceeds by describing the different types and formats of this data as well as its origin and expected volume, before concluding with an overview of potential stakeholders for whom it may prove useful for re-use.

2.1 Purpose of data collection / generation and its relation to the objectives of the project

In order to successfully meet its objectives and ensure the production of evidence-based results, ROSETTA entails several activities during which data is collected/generated. The purpose for which this data is collected/generated is interrelated with the objective of the activity during which it is produced.

In particular, the main activities along with their objectives in the framework of ROSETTA are as follows:

- **Identification and analysis** of the food marketing standards applied at EU, international and national level, and the private food marketing standards and the reasons for their establishment. The aims are to analyse food marketing standards in terms of their possible impact on food waste along the supply chain and analyse private food marketing standards. These activities were conducted through desk research and interviews with stakeholders in the food value chain. In addition, an online survey targeted consumers, covering the five (5) countries of the MIPs and additional EU countries representing broad geographical regions of Europe.
- **Use case estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact.** The aim is to better understand the impact of food marketing standards on the generation of food waste along the supply chain by developing estimation models of the amounts of food waste resulting from the application of the marketing standards due to interactions between the stages and actors of the value chain.
- **Identification and analysis of relevant promising interventions and good practices** already in place for improving the business potential of suboptimal foods. This was based on collecting and analysing

² Special categories of personal data according to Regulation (EU) 2016/679 of the European Parliament (General Data Protection Regulation) include personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation.

³ Regulation (EU) 2016/679 of the European parliament and of the council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32016R0679>

existing information (including information from other EU projects), as well as on gathering insights through interviews and focus groups by engaging key industry players.

- **Consideration and co-development of marketing models:** these models focus on a) preventive measures, b) re-distribution/re-use of suboptimal foods, and c) social practices and interventions. The aim of the co-definition and selection of food waste reduction solutions with promising business potential was to be pilot tested and validated by multi-actors of the use cases.
- **Development of a methodology for the estimation of the food waste generated by the use of food marketing standards:** the challenge of the absence of a standardised methodology is addressed by building consensus among the **multi-actors of our MIPs** to develop one along all stages of the food value chain for measuring food waste generated by the marketing standards established for each of the four (4) selected food commodities.
- **Deployment and experimentation in use case pilots, and monitoring and validation of the tested solutions:** pilot experimentation with the co-defined solutions is already taking place in real business settings and supply chains, managed by the partners that are MIP leaders in the five (5) use case MIPs. The accuracy of the models co-developed will be verified by comparing them with actual data from pilot experiments that will be deployed by the partners of the use case MIPs. In this frame, a series of online meetings with the actors of each use case MIP are organised on a regular basis to assess progress.
- **Development, operation and maintenance of a digital toolkit with multiple purposes,** among others sharing assessment data, showcasing good practices and facilitating **networking between multi-actors** in the food value chain. This digital toolkit includes: a) an online repository, b) an online catalogue of identified good practices / solutions, and c) an online Open Innovation Platform for **co-creation and knowledge exchange** between multi-actors in the food value chain. The Open Innovation Platform serves as an open environment for exchanging good practices, nurturing novel ideas and solutions, and making connections and feeding our project activities; this tool was developed in the early stages of the project to serve as an **online working space for MIPs engagement** and the **project research activities** with the involvement of stakeholders.
- **Deployment of the Life Cycle Sustainability Assessment (LCSA) approach with the aim of assessing the sustainability of the co-selected waste reduction solutions** with business potential, validated in the use cases, in terms of environmental, economic, and social performances. These solutions will be further compared with conventional practices.
- **Roundtables** with the aim of contributing to the **policy recommendations:** a regional roundtable will be organised in the five (5) countries of the MIPs, by the use case partners with the support of other local partners when needed (TEAGASC, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK, Q-PLAN), and one international roundtable will be organised as well. The aim of these activities is to present the policy recommendations, receiving feedback from stakeholders to refine the recommended policies in line with the needs of the regional actors and drawing meaningful information.
- **Roundtables** with the aim of contributing to the **replication guidelines and recommendations:** a regional roundtable will be organised in the five (5) countries of the MIPs by the use case partners with the support of other local partners when needed (TEAGASC, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK, Q-PLAN), and an international roundtable will be organised as well. The aim of these activities

is to present the replication guidelines and recommendations, receiving feedback from stakeholders, and further elaborating the final report in the form of a “Replication Guide”.

- **Implementation of mutual learning events with the aim of good practice exchange and knowledge transfer.** In particular, local **mutual learning workshops** will be organised in the five (5) countries of the use case MIPs, addressed to food businesses, owners of marketing standards and other stakeholders. The workshops will be followed by field visits, organised as **one-day missions** (demonstrations), where market actors and stakeholders will be given a **demonstration** of tested solutions for food waste reduction or prevention and the resulting outcomes.
- **Production of practice abstracts to contribute to EIP-AGRI and the EU Platform on Food Losses and Food Waste,** aiming to answer questions such as: a) what would be the main added value, benefits and opportunities for the end-user if the generated knowledge is implemented, and b) how the practitioner can make use of the results.
- **Formulation and deployment of the multi-actor approach, and establishment of the Community of Practice and the Advisory Board,** with a view to systematically engage diverse stakeholders as well as experts of the agri-food value chain in project activities to provide support and feedback for the evidence-based development of project outcomes.
- **Monitoring and assessment of the dissemination, communication, stakeholder engagement and clustering activities** of ROSETTA with a view to measuring their results and impact, fine-tune our strategy in this respect as well as fulfil the project’s reporting requirements towards the EC.

The following section provides further details on the different types and formats of data collected/generated during the project’s activities.

2.2 Types and formats of collected / generated data

ROSETTA is set to collect / generate data of various structures and formats. Along these lines, the data definition process used for this DMP is based on the source and the physical format of the data⁴. In particular, we define two main aspects: (i) the process under which the underlying data are created / captured which includes electronic text documents, spreadsheets, questionnaires and transcripts, among others and (ii) the storage format of quantitative and qualitative data. Examples of this aspect include easily accessible formats, such as post scripts (e.g. pdf, xps, etc.), machine readable formats (xml, html, etc.), spreadsheets, (e.g. xls, csv, etc.), text documents (e.g. docx, rtf, etc.), compressed formats (e.g. rar, zip, etc.) or any other format (such as commonly used digital audio or video formats such as mp3 and mp4 respectively) required by the objectives and methodology of the activity within the framework of which it is produced.

⁴ Jakobsson, U., Braukmann, R., Lundgren M., Expert Tour Guide on Data Management. Retrieved from <https://www.cessda.eu/Research-Infrastructure/Training/Expert-Tour-Guide-on-Data-Management/1.-Plan>.

Under this framework, special attention is paid in using **open formats**⁵ (such as csv, pdf, zip, etc.) and / or **machine-readable formats**⁶ (such as xml, json, rdf, html, etc.) when possible, to enhance the **interoperability** and **re-use** of data. In doing so, we are and will be providing data that is **easily readable** and **freely usable in any software program** employed by third parties interested in utilising the data.

The type and formats of the data collected / generated in the context of ROSETTA can be divided into **3 categories**, namely (i) data collected / generated by direct input methods; (ii) data collected / generated through use of the ROSETTA toolkit; and (iii) data collected / generated from dissemination, communication, stakeholder engagement and clustering activities, as described in the following subsections.

2.2.1 Data collected / generated through direct input methods

Direct input methods, under the scope of ROSETTA, involve methodologies for collecting data through desk research and interactions between consortium partners and external stakeholders, with the latter providing data to the former. Along these lines, external stakeholders undertake the role of a data subject, that is a natural person whose personal data is being processed⁷. In particular, the identification and selection of suitable data subjects are based on purposeful sampling according to which, external stakeholders are identified and selected by consortium partners based on their role within the agri-food value chain (e.g., farmer/producer, processor/manufacturer, distributor, retailer, etc.) and the objectives of the respective activity for which data is collected. In this context, quantitative and qualitative data have been and will be collected / generated during ROSETTA:

- **Quantitative data** is numerical and acquired through counting or measuring⁸. Examples of quantitative data are the yearly turnovers of a business, the hourly compensation of a worker, the number of SMEs in Europe, etc. This data may be represented by ordinal, interval or ratio scales and lend themselves to statistical manipulation.
- **Qualitative data**, sometimes referred to as categorical data, is data that can be arranged into categories based on physical traits, gender, colours or anything that does not have a number associated with it⁹. Moreover, written documents, interviews, and various forms of in-field observation are all sources of qualitative data. Examples of qualitative data are the preferences of learning, skillsets, country of origin, etc.

Additional details with respect to the different types and formats of data that will be collected through direct input methods under the frame of ROSETTA are provided below.

⁵ According to the [Open Data Handbook](#): “An open format is a file format with no restrictions, monetary or otherwise, placed upon its use and can be fully processed with at least one free/open-source software tool and it is not encumbered by any copyrights, patents, trademarks or other restrictions so that anyone may use it”.

⁶ According to the [Open Data Handbook](#): “Machine readable formats are file formats that can be automatically read and processed by a computer. Machine-readable data must be structured data”.

⁷ Regulation (EU) 2016/679 of the European parliament and of the council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex%3A32016R0679>.

⁸ Neuman, W. L. (2014). Social research methods: Qualitative and quantitative approaches. Boston: Pearson.

⁹ Neuman, W. L. (2014). Social research methods: Qualitative and quantitative approaches. Boston: Pearson.

2.2.1.1 Review, analysis and research of the current situation

This data has been collected in various stages in the frame of the analysis of the current situation, involving both desk research of publicly available secondary data sources, from relevant literature and outputs of other projects, as well as field research activities, including a series of 1:1 interviews with key stakeholders at regional level (face-to-face/phone/zoom or alternative), and the implementation of a pan-European online survey. Data collected during interviews were mostly qualitative in nature and were recorded in the form of digital recordings and transcripts, encompassing all relevant information needed to conduct the analysis under the frame of ROSETTA. Data collected by means of the online survey include quantitative as well as qualitative data and were gathered with the help of online survey tools and stored in spreadsheets (data from spreadsheets was then imported into specialised statistical software to facilitate data analysis).

In particular the following data were collected:

1. *Identification and analysis of food marketing standards applied at EU, international and national level:* (a) Completed summary templates from interviews, desk research and secondary sources; (b) Data collected by means of the online survey and interviews with use case MIP actors and possibly other relevant stakeholders, members of CoP. This data is stored in .xlsx, and .docx files.
2. *Identification and analysis of private food marketing standards and reasons for their establishment:* (a) Completed summary templates from interviews, desk research and secondary sources; (b) Data collected by means of the online survey and interviews with use case MIP actors and possibly other relevant stakeholders, members of CoP. This data is stored in .xlsx, .docx, .pdf, and .ppt files.
3. *Collection and analysis of relevant promising interventions and good practices:* (a) Completed summary templates from interviews, focus groups and other secondary sources; (b) Data collected through desk research; (c) Data collected through interviews, workshops and focus groups with use case MIP actors and possibly other relevant stakeholders, members of CoP. This data is stored in .docx, .pdf, .mp3, and .mp4 files.
4. *Collection and development of alternative marketing models of food wasted:* (a) Completed summary of alternative marketing models of food wasted; (b) Data collected through secondary sources and further developed with the contribution of all partners. This data is stored in .docx, and .pdf files.

2.2.1.2 Data related to the assessment of the impact of the marketing standards

This data is related to the assessment of the impact of the marketing standards. It consists of:

1. *The amount of food waste along the supply chain due to marketing standards and assessment of impact:* this data includes (a) completed summary templates from interviews and secondary sources; (b) data collected through interviews with use case MIP actors;. This data is stored in .docx, .xlsx, and .pdf files.
2. *The data collected for the trade-off assessment results:* this data includes a deliverable concerning the trade-off assessment between food waste reduction objectives of the identified models and objectives pursued by marketing standards. This data are the values for the various assessment criteria and the trade-off assessment results which reflect the compromises / trade-offs made and the economic, environmental, and social impacts of the marketing models developed. This data is stored in .docx, .xlsx, and .pdf files.

2.2.1.3 Insights collected from the ROSETTA co-creation workshops and a collection of food waste reduction solutions

This data refers to insights collected from the ROSETTA co-creation workshops and a collection and completed summary of the food waste reduction solutions selected to be tested. This data includes:

1. Ideas, feedback, requirements in terms of waste reduction solutions and relevant insights collected and gathered from all stakeholders and written up by means of notes and minutes as document files. It includes data gathered from the interviews, and the focus groups (combined with the co-creation workshops), with the aim of analysing good practices already in place for improving the business potential of suboptimal foods.
2. Textual data including and describing: the selection of the food waste reduction solutions to be tested by use case pilots; guidelines, for the organisation of five (5) co-creation workshops.
3. Questionnaires used in the virtual space of the Open Innovation Platform.
4. Other interactive digital tools integrated within the Open Innovation Platform.

This data is stored in .docx, .pdf, .jpeg, .xlsx files.

2.2.1.4 Data related to use case pilot experimentation

This data is related to use case pilot experiments. It consists of:

1. *A collection of operational plans for use case pilot experiments:* a summary of plans specifying the various attributes of the operational plans of the use case pilot experiments, as well as the data to be collected. The operational plans will define the approach and methodology for designing the pilot experiments for the deployment, testing and validation of waste reduction solutions. The data of the operational plans collection is stored in .docx, and .pdf files.
2. *A summary of the deployment and monitoring of pilot experiments and validation of tested solutions:* insights collected from a series of online meetings with the actors of each use case MIP and feedback received through email communication, as well as a collection of some operational data during the experiments, such as contact details, professional information and opinions, operational data. This data will be stored in .docx, .pdf, .jpeg, .xlsx files.

2.2.1.5 Data related to the Life Cycle Sustainability Assessment

This data refers to the primary data that will be included in the inventory and the results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in the ROSETTA use cases. This data will include the Life Cycle Sustainability Assessment (LCSA) which consists of: (i) data on the technical parameters (e.g. energy/ water / raw materials consumption, energy yield, lifetime); (ii) other plant installation and product related data across the entire value chain (e.g. transportation data for raw materials, intermediate and final products, collection / storage / distribution / waste treatment practices, data on end consumer behavior shared by partners running pilot surveys – if deemed necessary); (iii) assessment results in terms of environmental, economic and social performances, comparisons with conventional practices. The data related to the Life Cycle Sustainability Assessment will be stored in .docx, .pdf, and .xlsx files. As part of the required data for this study is confidential, the related files are stored following the relevant GDPR-compliant procedures, in restricted-access folders in DRAXIS's project repository, and in restricted-access project platforms. Any personal data and confidential data collected remain under the direct responsibility of the

respective partners and are not uploaded to shared repositories, unless appropriate security measures, such as anonymization and restricted access, are implemented. Each partner ensures controlled data exchange, maintaining confidentiality while enabling effective collaboration. While specific infrastructure and technologies may differ between partners, the project expects that such data is kept inaccessible to unauthorized users and is managed with appropriate safeguards.

2.2.1.6 Data related to mutual learning events

This data refers to a summary of the mutual learning events for good practice sharing and knowledge transfer. It comprises a summary of lessons learned and knowledge exchange activities. This data includes among others: participatory methodologies; insights from one international networking event; insights from five (5) mutual learning events; insights from five (5) demonstration missions. The data related to the mutual learning events will be stored in .docx, .pdf, .xlsx, .jpeg, and .mp4.

2.2.1.7 Data collected for recommendations

This data is collected for the creation of policy recommendations and replication recommendations and are based on both secondary sources and insights gathered from roundtables. In particular, this data is about:

1. A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards: it is a complete summary of policies and recommendations. This data will include, among others: (A) insights and lessons learned from (i) the analysis of current situation regarding food marketing standards and food waste, (ii) the analysis of business potential for suboptimal foods that do not meet marketing standards but are safe to eat, and (iii) the pilot experiments of food waste reduction solutions, and (B) feedback received from stakeholders at an international roundtable, and at five (5) regional roundtables.
2. A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions: it is a completed summary of replication guidelines. This data will include, among others: insights and lessons learned (from activities as described in the point 1), and feedback received from stakeholders at an international roundtable, and at five (5) regional roundtables.

The data collected for the recommendations will be stored in docx, .pdf, .xlsx, and .jpeg files.

2.2.1.8 Data collected for practice abstracts

A total of 30 “practice abstracts” in the common EIP-AGRI format Excel file will be provided in two batches. In this interim phase 5 practice abstracts have been developed. The data collection concerns a series of practical recommendations, in particular (a) end-user material produced in the form of a number of summaries for practitioners in the EIP common format (“practice abstracts”) for contributions to the EIP-AGRI; and (b) corresponding contributions to the EU Platform on Food Losses and Food Waste (e.g. presentation of recommendations and insights stemming from the project). The data collected for practice abstracts is stored in .docx, .pdf, .jpeg, .xlsx files.

2.2.1.9 MIPs and CoP stakeholder data

The multi-actor framework employed in ROSETTA foresees the creation of a regional Multi-Actor Innovation Platform in each use case of the project as well as a Community of Practice at European level with a view to engaging stakeholders in the project's activities. For this framework to operate, personal data of MIP and CoP members (contact details, professional information and demographics) was collected by partners to facilitate the selection and recruitment process of stakeholders, as well as the implementation and monitoring of the activities in which they participated. A dedicated tool has been designed and was employed for this purpose, namely the Stakeholder Matrix (standard excel file). Data collected include, organisation name, position, contact person (incl. age, gender, region/nation) as well as contact details (phone number [optional], address [optional]), type of stakeholder, and project activities in which MIP and CoP members have been involved. Each partner responsible for running a local MIP maintained an internal Stakeholder Matrix and periodically sent only an anonymised version (with data on organisation type, age, gender and region / country) to the relevant task leader for aggregating the data and updating the aggregated Stakeholder Matrix of the project. Statistics about the CoP users will be shared, as an overall sample which will not contain any personal information. Only the names of the members of the local MIPs and the CoP, registered to access the Open Innovation Platform of the ROSETTA Toolkit, will be shown to the other registered users, provided consent is given. The MIPs and CoP stakeholder data is stored in .xlsx, .docx, and .pdf files. Advisory Board member data

The formulation and operation of the ROSETTA Advisory Board (AB) requires the collection and processing of data from various experts in the pertinent scientific and business fields of ROSETTA. The AB is comprised of those experts who both have considered and have accepted the role of the ROSETTA AB member. Therefore, on top of information, some additional professional information is being collected, as well as members' professional photos to be uploaded on the ROSETTA website, upon members' written approval. Thus, this contains data stored in .docx, .xlsx, and .jpeg or .png (for the case of photo) files.

Data collected/generated through direct input methods are stored in standard .docx as well as .xlsx formats. These formats allow the documentation of information from various files and documents in a single location. By doing so, it is possible to circulate raw data from transcripts, as well as text, images, videos and other objects from other files to one document file or multiple tabs of a single spreadsheet. Moreover, both formats can be immediately converted into open and machine-readable formats (e.g. .xml and .csv) boosting the interoperability and re-usability of the data produced in the frame of ROSETTA.

2.2.2 Data collected / generated by the development and operation of the ROSETTA digital toolkit

A digital toolkit has been developed and tested, (a) building on the outcomes of previous project tasks (estimation of amounts of food waste along the supply chain due to marketing standards; promising interventions and good practices for suboptimal food markets; alternative marketing models and channels with business potential for suboptimal foods; assessment of trade-offs between food waste reduction and marketing standards objectives), and (b) taking into account recommendations and feedback from all partners. The aims of the toolkit are to share assessment data, showcase good practices and facilitate networking between multi-actors in the food value chain, assisting in co-creation and supporting replication and scale up.

The digital toolkit includes as main components:

- a) **an online repository of assessment reports and data regarding the impact of food marketing standards on the generation of food waste** along the supply chain, for various commodities and types of standards and any trade-offs between the environmental, social and economic pillars of sustainability, aggregating available knowledge-exchange and advisory materials from this project and other relevant projects (factsheets, publications, replication guidelines, policy recommendations, etc.).
- b) **an online catalogue of identified good practices / solutions for alternative marketing channels and models** for food that does not meet marketing standards but is safe to eat, providing a search and compare functionality for cross-case comparisons across catalogue items, implementation and impact parameters, enabling the assessment of opportunities for replication and transferability.
- c) **an online Open Innovation Platform for co-creation and knowledge exchange between multi-actors** in the food value chain, enabling stakeholders to communicate asynchronously, serving as an open environment for exchanging good practices, nurturing novel ideas and solutions, making connections and feeding ROSETTA project activities.

The ROSETTA digital toolkit **builds upon the results of the project activities** to set the context regarding food waste reduction and marketing standards linkage. The digital toolkit ensures that **key elements assessed and developed in the project are included in its modules** in a user-friendly way. This tool was developed in the early stages of the project to serve as an **online working space for MIPs engagement and the project research activities with the involvement of stakeholders**.

DRAXIS has implemented Microsoft Clarity to monitor user engagement metrics and analytics. Some of these include:

- Page views
- Clicks per page
- Session duration
- Scroll behavior

Important note: No personal or identifiable user data is collected through Clarity. It is purely used for anonymized usage analytics to improve UX/UI and navigation flow.

Data Not Collected:

We do not collect any new data beyond what is gathered at registration.

No specific dataset is maintained about the engagement levels of MIPs (Multi-Actor Innovation Platforms) beyond participation inferred from registered users' stakeholder types.

Updated information regarding the functionalities of the ROSETTA Toolkit and the data collected / generated through its use may be **provided in the final update of the DMP**, following the evolution of the digital toolkit along the project duration.

2.2.3 Data collected / generated from dissemination, communication, clustering, replication, roll-out and training activities

2.2.3.1 Website analytics

The ROSETTA website is supported by tracking and analytics software to better understand visitors' interactions with the website towards improving its functionality, while user privacy is protected. To identify registered users on the website, cookies are used by Google Analytics to provide them with the possibility to comment using their profile and also to edit their newsletter preferences. Cookies created by Google Analytics start with: `_ga`, `_gat`, `_gid`. Users have the ability to delete or block website cookies. Moreover, anonymous cookies providing information about users' location and what pages they visit are used. These cookies sometimes collect anonymous statistics about the user (such as gender, age and interests) and the data is stored by the analytics services that we use. These cookies also gather data regarding what pages users visit, how long they stay on the page, what videos they watch or files they download. Tracking cookies from social networks such as Facebook, X (formerly Twitter), YouTube and LinkedIn are also used, for customised advertising targeting users of the ROSETTA website on these platforms and to assess the performance of ads on these platforms. The data that these platforms collect is anonymized. This means that we cannot see the social media profiles of users.

2.2.3.2 Social media statistics (including X and LinkedIn)

This data is being collected/generated through a periodic monitoring of the project's social media statistics (e.g. X (formerly Twitter), LinkedIn) with a view to measuring and assessing the performance and results of the project's social media activity in terms of dissemination and communication. With that in mind, the data will be both qualitative as well as quantitative in nature addressing the metrics reached on each channel (e.g. followers, "tweets" impressions on X, etc.). Additionally, this data is followed by an analysis of the results stemming from it and possible ways to improve the results so as to reach the project's targets. All in all, the data is stored in a standard spreadsheet file (.xlsx) while at the same time the analysis of the results are stored in a standard-document file (.docx).

2.2.3.3 Data collected from project events

This data has been and will continue to be collected during the implementation of the project through: (i) the different events (e.g. co-creation workshops, roundtables, mutual learning events, etc.) organised by ROSETTA (either alone or jointly with other projects or initiatives) consisting of the participants lists that will enclose demographic information about the participants; and (ii) the participation of ROSETTA partners in relevant third party events in order to reach out and engage stakeholders, thus collecting general information about the events attended and their outreach.

Along these lines, this data is collected so as to keep track of the results of activities in events for stakeholder engagement and provide the opportunity to project partners to report on these activities. Moreover, this data will be updated every time a partner attends an event, or a partner organises an event. Finally, the data are both quantitative and qualitative in nature and are stored in a standard spreadsheet file (.xlsx).

2.2.3.4 Newsletter subscriptions (e.g. contact details of subscribers)

A subscription form hosted in the project's web site facilitates the collection of this data in which any interested stakeholder can freely provide his/her contact details in a dedicated sign-up form so as to receive the most up-to-date news and outcomes of the project. A newsletter is sent to subscribers once every 6 months. With that in mind, this data is being collected so as interested stakeholders get informed about the ROSETTA as well as its results and outcomes. The data consists of a list of stakeholders along with their personal information, such as: (i) email address, (ii) first and last name, (iii) country, (iv) type of organisation, (v) region and (vi) gender. A copy of this contact list is stored on MailChimp's server (<http://mailchimp.com>), which is used for e-mail campaigns and newsletters distribution. All personal information included in this contact list is used and protected according to MailChimp's Privacy Policy.

2.2.3.5 Data from dissemination and communication activities

This data is and will be collected through the periodic monitoring of the project's miscellaneous dissemination activities such as publications in relevant journals, posts in blogs, etc. The data consists of a list of publications and posts published by the consortium partners. The purpose of collecting this data is to assess the outreach and efficiency of the dissemination activities during the implementation of the project. For this purpose, a template is shared with all partners to recommend activities to be performed and to log the activities they performed. All the data is integrated in a single standard spreadsheet file (.xlsx).

2.3 Origin of data and re-use of pre-existing data

In the context of ROSETTA, **new data** is collected/generated by partners as well as external stakeholders participating in the activities of the project and/or using its Toolkit. With that in mind and aside consortium partners, **external groups of stakeholders from which new data originates include:**

- farmers or producers and other agri-food businesses,
- agri-food distributors and retailers,
- food service operators,
- agri-food networks, hubs and clusters,
- policy makers and regulators at regional, national and EU level (for instance, involved in the design of public marketing standards, definition of agri-food value chain actors' obligations, involved in EU institutions such as DG AGRI).
- academics, researchers and scientists in any field of agri-food value chain
- business and innovation advisors,
- technology providers,
- consumers/citizens, food banks & other NGOs

Moreover, pre-existing data is being considered for possible utilisation within the context of ROSETTA as well. In particular, outputs from other EU-funded projects (e.g., ZeroW, SISTERS, LOWINFOOD, agroBRIDGES, FOODRUS Cooperation & Collaboration Network, etc.), national projects, institutions and other relevant initiatives in a large extent will provide a solid basis for ROSETTA. With regard to initiatives, several local initiatives are considered that are either members of the "EU Platform on Food Losses and Waste" or are related to members to the project's Advisory Board and/or have potential to be included in the project's use

cases and Multi-actor Innovation Platforms (MIPs). The ROSETTA consortium aims to make the most of and advance the work and results of these projects.

Such activities include (a) analysis of the current situation by mapping and analysing food marketing standards, which are applied at EU, international, and national level, as well as private food marketing standards, in order to gain insights and deeply understand the reasons for their establishment and their impact; (b) development of models, which estimate the amounts of food waste generated by marketing standards; mapping and analysis of promising interventions and good practices, which are used to identify and further develop alternative marketing models for the valorisation of food waste due to marketing standards; (c) assessment of the trade-offs between food waste reduction objectives and those of marketing standards. Pre-existing knowledge for these activities, not generated by the project, has been leveraged from other sources, including for instance knowledge, experience, and expertise about: designing, conducting, reporting, and analysing personal interviews; designing, implementing, and reporting a questionnaire survey; organising focus groups; analysing quantitative data; conducting desk research; food marketing standards; mapping exercises; trade-off assessment; etc. In addition, the project develops a digital toolkit, to which all the findings and previous results feed. Pre-existing knowledge for the development of the toolkit, not generated by the project, has been leveraged from other sources, including for instance knowledge, experience and expertise related to website user experience and the design, development, and operation of knowledge repositories, digital forums, stakeholders' engagement and network platforms, etc. Other activities are related to the pilot experiments of the use cases, based on the co-creation process for the selection of the food waste reduction solutions to be tested, and the assessment of these pilots. Pre-existing knowledge for these activities, not generated by the project, has been leveraged from other sources, including for instance knowledge, experience and expertise of the use case MIP leaders and multi-actors with regard to the multi-actor approach, the organisation of co-creation activities, the stakeholders' engagement, etc. Results and lessons learnt from various project activities have been and will be used for the creation of policy recommendations, practice abstracts, and replication guidelines actively involving stakeholders of the agri-food value chain in physical discussions. Pre-existing knowledge for this activity not generated by the project, will be leveraged, including for instance knowledge, experience and expertise of stakeholders involved in policy drafting, replication applications, and policy and replication roundtables. In conclusion, all main phases of the project build upon pre-existing knowledge, methodologies and outputs of other projects, initiatives, and relevant institutions. Finally, consortium partners' internal knowledge, experience, and expertise from their participation in other projects and initiatives directly and indirectly support the implementation of activities throughout the project.

2.4 Expected size of data

ROSETTA entails a series of activities aiming at setting the stage for and ultimately facilitating the evidence-based experimentation and validation of co-created solutions. With that in mind, the table that follows presents the different activities implemented during the course of the project in which data is collected/generated as outputs, the types and formats of the data as well as the expected size of the data.

Table 3: Expected size of data

No	Name of activity	Data	Type of data	Format of data	Expected size of data (KB)*
1	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	MIPs stakeholder data	Spreadsheets; registration forms	.xlsx .docx .pdf	500

No	Name of activity	Data	Type of data	Format of data	Expected size of data (KB)*
2	Identification and analysis of food marketing standards applied at EU, international and national level	Food marketing standards at EU, international and national level	Survey data/ spreadsheets; Interview guide and notes; other textual data (i.e., literature review report, interview report, data analysis report)	.xlsx .docx	1500
3	Identification and analysis of private food marketing standards and reasons for their establishment	Private food marketing standards and reasons for their establishment	Survey data/ spreadsheets; interview notes; Data collected through desk research; other textual data;	.xlsx .docx .pdf .ppt	310,000
4	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Amounts of food waste along the supply chain due to marketing standards	Quantitative data/spreadsheets; interview notes; other textual data; flowcharts	.docx .pdf .xlsx .jpeg files from flowcharts	300,000
5	Collection and analysis of relevant promising interventions and good practices	Promising interventions and good practices for food waste reduction or prevention	interview notes; focus group meeting minutes; other textual data; interview recordings	.docx .pdf .mp3 .mp4	10,000,000
6	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Alternative marketing models for suboptimal foods	focus group meeting minutes or notes (if any); other textual data	.docx .pdf	1500
7	Assessment of trade-offs between food waste reduction objectives of the identified models and objectives pursued by marketing standards	Assessment of the models and the trade-off assessment results	Qualitative & Quantitative data/ spreadsheets; Textual data	.docx .pdf .xlsx	300,000
8	Development of a digital toolkit to share assessment data, showcase good practices and facilitate networking	Data collected for and generated by the development, operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Videos; Datasheets; Documents; User generated/ machine generated data.	Web data in various formats (.pdf, .docx, etc)	10,000,000
9	Design of pilot experiments and elaboration of operational plan for use cases	Operational plans of use case pilot experiments	Textual data	.docx .pdf	500

No	Name of activity	Data	Type of data	Format of data	Expected size of data (KB)*
10	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Insights collected from the ROSETTA co-creation workshops and a collection of the food waste reduction solutions to be tested	Textual data; Notes; Minutes; Photos; Quantitative and qualitative questionnaire data	.docx .pptx .pdf .jpeg .xlsx	1,200,000
11	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	A summary of the deployment, monitoring and validation of tested solutions in pilot experiments	Textual data; Photos; Other qualitative data; Quantitative data (if any).	.docx .pdf .jpeg .xlsx	1500
12	Life Cycle Sustainability Assessment (LCSA) of validated solutions	LCSA inventory's primary data and results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in ROSETTA use cases	Textual data; Quantitative and qualitative questionnaire data (if any); Quantitative data	.docx .pdf .xlsx	1500
13	Operation and maintenance of the digital toolkit to share assessment data, showcase good practices and facilitate networking	Data collected for and generated by the operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Videos; Datasheets; Documents; User generated/ machine generated data.	Web data in various formats (.pdf, .docx, etc)	10,000,000
14	Synthesis of lessons learned into recommendations for policy makers and regulators	A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards	Textual data; Notes; Minutes; Photos; Quantitative data; Other qualitative questionnaire data (if any)	.docx .pdf .xlsx .jpeg	13863
15	Synthesis of lessons learned into recommendations for policy makers and regulators	A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions	Textual data; Notes; Minutes; Photos; Quantitative and qualitative questionnaire data (if any)	.docx .pdf .xlsx .jpeg	3000
16	Production of practice abstracts and contributions to EIP-AGRI and the EU Platform on Food Losses and Food Waste	A total of 30 practice abstracts in two batches	Quantitative data (Spreadsheets); Pictures (if any); Textual data; Other qualitative data.	.docx .pdf .jpeg .xlsx	10,000

No	Name of activity	Data	Type of data	Format of data	Expected size of data (KB)*
17	International mutual learning event for good practice sharing and knowledge transfer	A summary of the mutual learning events for good practice sharing and knowledge transfer	Quantitative data; Notes; Minutes; Pictures/photos; Videos; Other qualitative data	.docx .pdf .xlsx .jpeg .mp4	500,000 / 1,000,000
18	Operation of website	Website analytics	User/ Machine generated	.docx .xlsx .pdf	20,000
19	Management of social media accounts	Social media statistics	User/ Machine generated	.docx .xlsx .pdf	1000
20	Organisation of project events	Project events participants data	Spreadsheets	.xlsx	150
21	Bi-annual newsletters	Newsletter subscribers data	Contact details, Demographics, Spreadsheets	.xlsx	300
22	Monitoring of dissemination and communication activities	Data from dissemination and communication activities	Spreadsheets	.xlsx	150
23	Creation and operation of Community of Practice	Community of Practice data	Spreadsheets; registration forms; other textual data	.xlsx .docx .pdf	150
24	Coordination and clustering with relevant networks, initiatives and projects	A collection of networks, initiatives, and projects related to ROSETTA	Spreadsheets	.xlsx	150
25	Exploitation and IPR management for sustainability	Exploitation plan for key exploitable results and partners	Spreadsheets; Textual data	.xlsx .doc .pdf	500
26	Set up and operation of the Advisory Board (AB)	Advisory Board member data	Spreadsheets; Photos (if any)	.xlsx .docx .ipg, .png	30,000

* The estimated expected size of the data that is not collected yet, is based on the adjusted size of data generated via similar activities of project partners in the past unless otherwise indicated. This table will be updated in the final Data Management Plan (M36)

2.5 Data utility

The stakeholders that may find meaningful utility for the data to be collected/generated by the project (both within as well as outside of ROSETTA consortium) along with the benefits that could arise for them by utilizing this data, are concisely presented in the table that follows.

Table 4: Data utility

No	Stakeholder group	Data utility
1	Farmers or producers	<p>The aim of ROSETTA is to collect evidence and data in relation to the impact of the private marketing standards on the food waste reduction. Farmers or producers are involved in the field growing of various agricultural products in relation to the specific food commodities each use case focuses on. This target group includes primary producers of the corresponding agricultural sectors. Other agri-food businesses (such as processors and manufacturers) play also a crucial role in the reduction of food waste by implementing efficient production processes and/or packaging solutions. Knowledge of the project, the role of food marketing standards and their impact, along with trade-offs can be used by farmers, producers and agri-food businesses in managing the food products, dealing with the marketing standards, and choosing, designing and implementing sustainable practices, solutions and innovations that can minimize waste at various stages of the supply chain, reducing environmental impact.</p>
2	Processors and manufacturers	<p>The data produced by ROSETTA on food waste reduction, focusing on the role of food marketing standards and their impact, along with trade-offs, offers valuable insights for processors and manufacturers in the agri-food value chain. It provides essential information about consumer behaviour and preferences, and market trends adopted by other actors of the agri-food value chain (such as agri-food distributors and retailers), enabling processors and manufacturers to optimise their production processes, develop innovative products and/or packaging, communicate appropriate messages, and ultimately align themselves with the market demands effectively. By leveraging such data, processors and manufacturers can contribute to the reduction of food waste throughout the agri-food value cycle.</p>
3	Agri-food distributors and retailers	<p>Distributors represent a vital link of the agri-food value chain(s) under consideration, ensuring that goods reach food retailers and food service operators. This group encompasses categories of food distribution, such as wholesalers, logistics companies, etc. ROSETTA acknowledges the importance of them and encompasses their dimension in the project's flow of work. Project data will highlight and bring benefits for distributors and retailers by helping them handle appropriately the food marketing standards and their impact, along with trade-offs, and identify and implement food waste reduction solutions with business potential.</p>
4	Food service operators	<p>Food service operators comprise an important element of the food value chain that connects the consumer with producers and food industry actors. This category may include indicatively HORECA businesses, super-markets, small food shops, etc. These businesses drive the demand and play a crucial role on the definition of their own private marketing standards for the agri-food products. In addition, they comprise the actors of the food value chain who interact directly with the consumers and therefore, they can raise awareness on food waste, communicate certain sustainability messages to them, educate them on sustainable consuming practices, receiving also their feedback. For these reasons, the data produced in the ROSETTA project would be of great importance and utility for the food service operators.</p>

No	Stakeholder group	Data utility
5	Academics, researchers and scientists	<p>Research in the food waste domain may produce valuable knowledge on the food marketing standards and their impact, along with trade-offs, the impact of good practices in agriculture, food processing, marketing, and consumer behaviour. This group includes researchers and experts from academic institutions, public non-university and private research centres. In the frame of ROSETTA, interdisciplinary research is performed that extends the food waste reduction research on the role of private marketing standards. Additionally, local actors are engaged in the project’s research activities, covering the whole spectrum of perspectives in the agri-food value chain. Research data of the project that will be published in reports or peer-reviewed scientific journals as well as deposited in open repositories can be of great utility for scientists in the field, ensuring continuity of effort to advance the knowledge in the field. Moreover, the production of “practice abstracts” for the EIP-AGRI and the CoP will provide practitioners with accurate and at the same time practical knowledge, connecting science with practice.</p>
6	Business and innovation advisors	<p>The data produced by ROSETTA on food marketing standards and their impact on food waste reduction, along with trade-offs, holds significant utility for the business and innovation advisors. These professionals can leverage the insights derived from the data to offer tailored guidance and strategic advice to businesses operating along the agri-food value chain. By analysing trends, identifying challenges, and understanding preferences of businesses and consumers, advisors can assist businesses in optimising their operations and marketing standards and developing and running more sustainable solutions and practices. Moreover, the data serves as a valuable resource for informing decision-making process and fostering cooperation along the food value chain.</p>
7	Technology providers	<p>ROSETTA generates data in relation to food waste reduction, particularly focusing on the role of private marketing standards. This data offers valuable insights for technology providers supporting businesses along the agri-food value chain. Technology providers can gain a deeper understanding of the specific challenges and opportunities faced by businesses enabling them to adjust and tailor the services offered to them, add solutions and relevant technologies in their portfolio, or even be inspired to innovate and develop new ones (including functionalities such as tracking, optimisation, etc.).</p>
8	Policy makers and regulators	<p>Throughout its duration, ROSETTA is set on collecting and producing quantifiable evidence on the effectiveness and impact of the project’s co-created innovative solutions and models on marketing standards for reducing food waste. Data generated to this end, may be of great utility for experts who design, impose/enforce, implement, and/or fund relevant policies and public/ regulatory marketing standards with regard to the food waste reduction along the agri-food value chain.</p>
9	Agri-food networks, hubs and clusters	<p>Networks, clusters, and (innovation) hubs are significant for food value chain as they can contribute, among others, to the technology provision, knowledge sharing, promotion of standardisation and/or marketing standards, ethics and codes adoption, diffusion of good practices. ROSETTA will create material that will enable communication of results, knowledge transfer and sharing on the food marketing standards and their impact on food waste reduction, along with trade-offs. Data and material generated by the project, in the frame of the ROSETTA and its Toolkit may be reused by this category of stakeholders.</p>

No	Stakeholder group	Data utility
10	Consumers/citizens, food banks & other NGOs (Civil society)	<p>Food marketing standards have an impact on food waste reduction. Consumers are a major driving force in the food market as they can significantly influence the waste produced both through consumer demand and choices before purchase, and through their consuming and cooking behaviour after sale. Civil society groups are pivotal for the food waste reduction as they monitor and assert the compliance with certain environmental, ethical and safety standards of food production and trade, and they can play a key role on consuming behaviour, habits and practices. This group includes associations (e.g., consumer associations, food banks etc.), media representatives and NGOs among others. Most of the ROSETTA core activities take into account the perspective of this stakeholders' group, aiming to develop knowledge and solutions to reduce the food waste considering, among others, the role of consuming behaviour and practices. By using data and knowledge generated in the frame of ROSETTA, the actors of this group will be able to appreciate the value of reducing food waste. They will have the chance to build relationships of trust with local food value chain actors and consume suboptimal but still safe to eat food. At the same time, they will be enabled to support ideas for new marketing standards, properly addressing their preferences and needs.</p>
11	Project partners	<p>The data collected/generated during ROSETTA is the corner stone for project partners in order to produce evidence-based results and ultimately achieve the objectives of the project with regard to the food marketing standards and their impact on food waste reduction, along with trade-offs. Indeed, this data will enable the co-development, testing, validation of innovative solutions about marketing standards. At the same time, this data may be meaningful for project partners beyond the end of the project as well, enabling them to build and capitalise upon interesting ideas and opportunities that may emerge to ensure the long-term sustainability of the ROSETTA Digital Toolkit.</p>

3. FAIR data

The guidelines on Data Management Plans available in the [Horizon Europe Data Management Plan Template](#) of the Commission emphasise the importance of making the data produced by projects funded under Horizon Europe **Findable, Accessible, Interoperable as well as Reusable (FAIR)**, to ensure its sound management.

This means using standards and metadata to make data discoverable, specifying data sharing procedures and which data will be open, allowing data exchange via open repositories as well as facilitating the reusability of the data. With that in mind, the following sections of the DMP lay out the methodology followed in the framework of ROSETTA with respect to making data findable, accessible and interoperable as well as ensuring their preservation and open access, with a view to increasing its re-use.

3.1 Making data findable, including provisions for metadata

3.1.1 Data discoverability and identification mechanisms

ROSETTA places special emphasis on enhancing the discoverability of the data collected/generated during the course of its activities. To this end, the project follows a metadata-driven approach so as to increase the searchability of the data, while also facilitating its understanding and re-use. Metadata is defined as “data about data” or “information about information”¹⁰. It is usually structured textual information that describes something about the creation, content, or context of a digital resource – be it a single file, part of a single file, or a collection of many files. Metadata is the glue which links information and data across the world wide web. It is the tool that helps people to discover, manage, describe, preserve and build relationships with and between digital resources¹¹.

In particular, three distinct types of metadata exist¹², as presented below:

- **Descriptive metadata**, used to identify and describe collections and related information resources. Descriptive metadata at the local level helps with searching and retrieving. In an online environment, descriptive metadata helps to discover resources. Most of the time it includes information such as the title, author, date, description, identifier, etc.
- **Administrative metadata** is used to facilitate the management of information resources. It is helpful for both short-term and long-term management and processing of data. This is information that will not usually be relevant to the public but will be essential for staff to manage collections internally. Such metadata may be location information, acquisition information, etc.
- **Structural metadata** enables navigation and presentation of electronic resources. It documents how the components of an item are organised. Examples of structural metadata could be the way in which pages are ordered to form chapters of a book, a photograph that is included in a manuscript or a scrapbook or the JPEG and TIF files that were created from the original photograph negative, linked together.

With that in mind, **data produced/used during ROSETTA is discoverable with metadata** suitable to its content and format. The project employs **metadata standards** to produce rich and consistent metadata with a view to supporting the long-term discovery, use and integrity of its data (see Subsection 3.1.5 for more details on the metadata standards adopted by ROSETTA).

In parallel, to further increase data discoverability, the **data produced by ROSETTA and deemed open for sharing and re-use, will be deposited to Zenodo (www.zenodo.org), an open data repository**. This data

¹⁰ Huxley, L., & Jacobs, N. (2004). Online information services in the Social Sciences. Oxford: Chandos.

¹¹ Foulonneau, M., & Riley, J. (2008). Metadata for digital resources: Implementation, systems design and interoperability. Oxford: Chandos.

¹² Caplan, P. (2003). Metadata fundamentals for all librarians. Chicago: American Library Association.

repository, created by OpenAIRE and CERN, has been chosen to enable open access to the project's open data free of charge. In fact, Zenodo builds and operates a simple service that enables researchers, scientists, EU projects and institutions, among others, to share and showcase research results (including data and publications) that are not part of the existing institutional or subject-based repositories of the research communities. It accepts any file format, promotes peer-reviewed openly accessible research, allows the creation of own collections and it is available free of charge both for ROSETTA to upload and share data as well as for other stakeholders to explore, download and re-use this data.

Moreover, by employing this data repository, the **data produced during the implementation of the project is locatable by means of a standard identification mechanism**. Indeed, ROSETTA will be able to assign globally resolvable **Persistent Identifiers (PIDs)** on any data uploaded to Zenodo. An identifier is a unique identification code that is applied to a dataset, so that it can be unambiguously referenced¹³. For example, a catalogue number is an identifier for a particular specimen and an ISBN code is an identifier for a particular book. PIDs are simply maintainable identifiers that allow for permanent reference to a digital object. In other words, PIDs are a way of giving digital resources, such as documents, images and data records, a unique and persistent reference number.

Moreover, as a digital repository, Zenodo registers **Digital Object Identifiers (DOIs)** for all submitted data through [DataCite](#), which is the leading global non-profit organisation that provides PIDs (and specifically DOIs) for research data, and preserves these submissions using the safe and trusted foundation of CERN's data centre, alongside the biggest scientific dataset in the world, the LHC's 100PB Big Data store¹⁴. This means that the data preserved in Zenodo will be accessible for years to come, and the DOIs will function as perpetual links to the resources. DOIs remain valuable since they are future proofed against Uniform Resource Locator (URL) or even protocol changes, through resolvers (such as [DOI](#)). With that in mind, an example of a DOI retrieved from this open repository follows the structure illustrated by Figure 1.

Figure 1: Typical DOI created by Zenodo



At the same time, **datasets not uploaded to Zenodo will be deposited in a searchable resource** (the cloud web storage service of the project) and utilise well-tailored identification mechanisms as well, in the form of standard naming conventions that will safeguard their consistency and make them **easily locatable** for partners within the frame of the project. Nevertheless, until M18 no deliverables or data were deposited on ROSETTA website. The following subsection provides further details in this respect.

3.1.2 Naming conventions

Following a consistent set of naming conventions in the development of the project's data files can greatly enhance their searchability. With that in mind, ROSETTA creates consistent data file names that provide clues to their content, status and versioning, while also increasing their discoverability. In doing so, project partners as well as interested stakeholders can easily identify a file as well as classify and sort them.

According to the UK Data Archive ([UK Data Service, 2017b](#)), a best practice in naming convention is to create brief yet meaningful names for data files, that facilitate classification. The naming convention should avoid the utilisation of spaces, dots and special characters (such as & or !), whereas the use of underscores is

¹³ Tonkin, E. Persistent identifiers: considering the options (2008), Ariadne Issue 56

¹⁴ Retrieved from: <https://www.software.ac.uk/tags/zenodo>

endorsed, to separate elements in the data file name and make them understandable. At the same time, versioning should be a part of a naming convention to clearly identify the changes and edits in a file.

With that in mind and to facilitate the reference of the datasets that will be produced during its implementation, ROSETTA employs a **standard naming convention that integrates versioning and takes into account the possibility of creating multiple datasets** during an activity that entails data collection/generation. Indeed, ROSETTA's naming convention considers this issue and addresses it by employing a unique element that captures the number of datasets that are produced under the same activity.

In particular, the **naming convention employed by the project is described below.**

[Name of project] _ [Name of Study] _ [Number of dataset] _ [Issue Date] _ [Version number]

- **Name of project:** ROSETTA
- **Name of Study:** A short version of the name of the activity for which the dataset is created.
- **Number of dataset:** An indication of the number assigned to the dataset.
- **Issue Date:** The date on which the latest version of the dataset was modified (YYYY.MM.DD.).
- **Version number:** The versioning number of a dataset.

Following the above, some **indicative examples** to showcase the naming structure applied in the context of ROSETTA are provided below:

- **ROSETTA_PrivateFoodMarketingStandards_Dataset1_2025.05.31_v1** – The first dataset generated from the interviews and online survey conducted to identify and analyse private food marketing standards and the reasons for their establishment. This is the first version of the dataset that was last modified on the 31st of May 2021 (31/05/2025).
- **ROSETTA_Toolkit_Dataset2_2025.05.01_v2** – The second dataset created in the process of the development, operation and maintenance of the ROSETTA digital Toolkit. The last modification of this dataset, which in this case produced the second version of the dataset, was on the 1st of May 2025 (01/05/2025).

3.1.3 Search keywords

The project's data will be provided with search keywords with a view to optimising its re-use by interested stakeholders during its entire lifetime. With that in mind, the metadata standards employed by ROSETTA provide opportunities for tagging the data collected/generated and its content with keywords. In general, keywords are a subset of metadata and include words and phrases used to name data. In the context of ROSETTA, keywords are used to add valuable information to the data collected/generated as well as to facilitate the description and interpretation of its content and value.

Along these lines, the project's strategy on keywords is underpinned by the following principles:

- The who, the what, the when, the where, and the why should be covered.
- Consistency among the different keyword tags needs to be ensured.
- Relevant, understandable and clear keywording ought to be sought.

In general, the keywords will comprise terms related short food supply chains, agri-food market actors and the multi-actor framework. The keywords will accurately reflect the content of the datasets and avoid words used only once or twice within them.

3.1.4 Versioning

Versioning of information makes a revision of datasets uniquely identifiable and can be used to determine whether and how data changed over time and to define specifically which version the creators/editors are working with. Moreover, effective data versioning enables understanding if a newer version of a dataset is available and which are the changes between the different versions allowing for comparisons and preventing confusion. In this context, **a clear version number indicator is used in the naming convention** of every data file produced during ROSETTA in order to facilitate the identification of different versions.

3.1.5 Standards for metadata creation

ROSETTA employs standards for creating metadata for data collected/generated by the project, with a view to describing it with **rich metadata** and thus improving their discoverability and searchability. In result, effective searching, improved digital curation and easy sharing will be realisanonymized. In addition, the metadata standards applied enable the integration of metadata from a variety of sources into other technical systems.

With that in mind, **for ROSETTA's openly available data, the metadata standards provided by Zenodo will be used**. Zenodo creates metadata to accompany the datasets that are uploaded to its repository, extending their reach to a wider audience of interested stakeholders. This metadata can be exported in several standard formats, including open and machine-readable ones (such as MARCXML, Dublin Core, and DataCite Metadata Schema), following the guidelines of OpenAIRE and are stored by Zenodo in JSON-format according to a defined JSON schema¹⁵.

Project **data not available for re-use, will also be annotated with open and machine-readable metadata** following the **Dublin Core Metadata standard**. The Dublin Core Metadata element set (certified with the ISO Standard 15836) is a standard which can be easily understood and implemented and as such, is one of the best known metadata standards. It was originally developed as a core set of elements for describing the content of web pages and enabling their search and retrieval. Among the reasons for selecting this standard is also the fact that **Zenodo is compatible with Dublin Core metadata formats** and thus any initially closed data, that may become open at a later stage (e.g. due to a change in the consortium's policy), will not lose its metadata. With that said, the Dublin Core metadata standard is a simple yet effective set for creating rich metadata that will describe a wide range of resources. The fifteen element "Dublin Core" described in this standard is part of a larger set of metadata vocabularies and technical specifications maintained by the [Dublin Core Metadata Initiative \(DCMI\)](#). The full set of vocabularies, also includes sets of resource classes, vocabulary encoding schemes, and syntax encoding schemes. **An online metadata generator will be used** to produce the different metadata elements required (dublincoregenerator.com).

¹⁵ For more information on the JSON format and the JSON schema visit the following website: <http://json-schema.org/>

3.2 Making data openly accessible

3.2.1 Openly available and closed data

ROSETTA follows the guidelines of the [Horizon Europe Data Management Plan Template](#), and is in line with FAIR principles and the rule “as open as possible, as closed as necessary”, aiming to “*make the data collected/generated openly available with as few restrictions as possible, while at the same time protecting sensitive data from inappropriate access*”. This calls for project partners to disseminate the project’s data that have the potential to offer long-term value to external stakeholders and do not harm the confidentiality and privacy of the stakeholders that contributed to the collection/generation of this data, maximising the beneficial impact of ROSETTA.

Only anonymised and aggregated data will be made open to ensure that data subjects cannot be identified in any reports, publications and/or datasets resulting from the project. The relevant project partner in each case will **undertake all the necessary anonymisation procedures** to anonymise the data in such a way that the data subject is no longer identifiable (more details on data management responsibilities are provided in Section 4.2).

To this end, it is important to keep in mind that during the process of data anonymisation, data identifiers need to be removed, generalised, aggregated or distorted. Moreover, **anonymisation is different than pseudonymisation**, which falls under a distinct category in the GDPR - anonymisation theoretically destroys any way of identifying the data subject, while pseudonymisation allows for the data subject to be re-identified with additional information.

Along these lines, the table which follows provides a **list of good practices** for the anonymisation of quantitative and qualitative data derived from the tour guide on data management of the Consortium of European Social Science Data Archives (CESSDA).

Table 5: Good practices for data anonymisation

Type of data	Good practices
Quantitative data	<ul style="list-style-type: none"> • Remove or aggregate variables or reduce the precision or detailed textual meaning of a variable. • Aggregate or reduce the precision of a variable such as age or place of residence. As a general rule, report the lowest level of geo-referencing that will not potentially breach respondent confidentiality. • Generalise the meaning of a detailed text variable by replacing potentially disclosive free-text responses with more general text. • Restrict the upper or lower ranges of a continuous variable to hide outliers if the values for certain individuals are unusual or atypical within the wider group researched.

Type of data	Good practices
Qualitative data	<ul style="list-style-type: none"> • Use pseudonyms or generic descriptors to edit identifying information, rather than blanking-out that information. • Plan anonymisation at the time of transcription or initial write-up, (longitudinal studies may be an exception if relationships between waves of interviews need special attention for harmonised editing). • Use pseudonyms or replacements that are consistent within the research team and throughout the project. For example, using the same pseudonyms in publications and follow-up research. • Use 'search and replace' techniques carefully so that unintended changes are not made, and misspelt words are not missed. • Identify replacements in text clearly, for example with [brackets] or using XML tags such as <seg>word to be anonymised</seg>. • Create an anonymisation log (also known as a de-anonymisation key) of all replacements, aggregations or removals made and store such a log securely and separately from the anonymised data files.

Source: Tour guide on data management of the CESSDA¹⁶

Dedicated tools such as Amnesia¹⁷ featured by OpenAIRE may also be employed to facilitate anonymisation of data. Amnesia is a tool that enables the removal of identifying information from data. It transforms relational and transactional data to anonymized datasets where formal privacy guaranties hold. It does not only remove direct identifiers (e.g. names, SSNs), but also transforms secondary identifiers (such as birth date and zip code) so that individuals cannot be identified in the data, by linking them to other sources of information. Moreover, Amnesia provides users with control over the anonymization process by visualizing the candidate solutions and allowing them to choose and customize the most convenient one.

With that in mind, the following table presents the data collected/generated during the course of the project that will be made openly available. In case certain data cannot be shared (or need to be shared under restrictions), a justification for that choice is provided.

Table 6: Data availability

No	Data	Availability	Notes
1	MIPs stakeholder data	Open only for anonymised data	Only the names of the members of the local MIPs, registered to access the Open Innovation Platform of the ROSETTA Toolkit, are shown to the other registered users, provided consent is given. Apart from that, only aggregated data is openly shared.
2	Food marketing standards at EU, international and national level	Open	

¹⁶ Retrieved from: <https://www.cessda.eu/Research-Infrastructure/Training/Expert-Tour-Guide-on-Data-Management/5.-Protect/Anonymisation>

¹⁷ More information on Amnesia and guidelines for users can be found in: <https://www.openaire.eu/amnesia-guide>

No	Data	Availability	Notes
3	Private food marketing standards and reasons for their establishment	Open & closed	<ul style="list-style-type: none"> Data collected through online survey: Open & closed (Raw data will not become available, but the overall analysed data is reported to a public deliverable (D1.3)) Data from desk research: Open, publicly available data that will be analysed and reported Data collected from interviews: The overall data findings and analysis are open, but raw data and personal information from interviews are not openly available)
4	Amounts of food waste along the supply chain due to marketing standards	Open	
5	Promising interventions and good practices for food waste reduction or prevention	Open	
6	Alternative marketing models for suboptimal foods	Open	
7	Assessment of the models and the trade-off assessment results	Open	
8	Data collected for and generated by the development, operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Open, apart from the interactive part which is open only to registered users	Embargo or sensitive or private data might be included which need different approach
9	Operational plans of use case pilot experiments	Closed	
10	Insights collected from the ROSETTA co-creation workshops and a collection of the food waste reduction solutions to be tested	Open, apart from the interactive part which is open only to registered users	
11	A summary of the deployment, monitoring and validation of tested solutions in pilot experiments	Closed	
12	LCSA inventory's primary data and results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in ROSETTA use cases	Ad hoc	
13	Data collected for and generated by the operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Open, apart from the interactive part which will be open only to registered users	Embargo or sensitive or private data might be included which need different approach
14	A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards	Open	

No	Data	Availability	Notes
15	A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions	Open	
16	A total of 30 practice abstracts in two batches	Open	
17	A summary of the mutual learning events for good practice sharing and knowledge transfer	Open	
18	Website analytics	Closed	Available only to Rosetta consortium and EU Commission
19	Social media statistics	Closed	Available only to Rosetta consortium and EU Commission. In case statistics are shared, data will be aggregated and anonymised before being made openly available
20	Project events participants data	Closed	Available only to Rosetta consortium and the EU Commission. This data remains closed as it contains personal information and is useful only for internal reporting purposes
21	Newsletter subscribers data	Open	(only aggregated data could be open)
22	Data from dissemination and communication activities	Open	
23	Community of Practice data	Open only for anonymised data	Only the names of the CoP members, registered to access the Open Innovation Platform of the ROSETTA Toolkit, are shown to the other registered users, provided their consent. Apart from that, only statistics about the CoP users may be shared, as an overall sample which should not contain any personal information.
24	A collection of networks, initiatives, and projects related to ROSETTA	Open	
25	Exploitation plan for key exploitable results and partners	Closed	
26	Advisory Board member data	Open, apart from contact details	

It is important to note that **all personal data collected / generated are considered as closed data prior to their anonymisation and aggregation** to safeguard the confidentiality of the data subjects.

3.2.2 Data accessibility

Public access to the open data will be made available through Zenodo, which will automatically link to OpenAIRE. The data will be fully accessible thanks to the included metadata and the search facility available

on Zenodo. At the same time, closed data are intended to be stored and shared amongst authorised members of the consortium through cloud storage and file sharing providers which constitute structures that maintain and manage data and make these data accessible over a network, usually the internet (i.e. Google Drive). Before starting using these cloud services from providers situated both inside and outside the EEA we have ensured that they comply with the relevant GDPR requirements.

The following table presents where data will be made accessible in the context of ROSETTA.

Table 7: Data accessibility

No	Data	Accessibility
1	MIPs stakeholder data	ROSETTA Toolkit, Zenodo
2	Food marketing standards at EU, international and national level	Zenodo
3	Private food marketing standards and reasons for their establishment	Zenodo
4	Amounts of food waste along the supply chain due to marketing standards	Zenodo
5	Promising interventions and good practices for food waste reduction or prevention	Zenodo
6	Alternative marketing models for suboptimal foods	Zenodo
7	Assessment of the models and the trade-off assessment results	Zenodo
8	Data collected for and generated by the development, operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	ROSETTA Toolkit
9	Operational plans of use case pilot experiments	-
10	Insights collected from the ROSETTA co-creation workshops and a collection of the food waste reduction solutions to be tested	-
11	A summary of the deployment, monitoring and validation of tested solutions in pilot experiments	-
12	LCSA inventory's primary data and results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in ROSETTA use cases	-
13	Data collected for and generated by the operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	ROSETTA Toolkit
14	A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards	Zenodo
15	A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions	Zenodo
16	A total of 30 practice abstracts in two batches	EIP-AGRI website; Openly accessible sources of the EU Platform on Food Losses; Zenodo
17	A summary of the mutual learning events for good practice sharing and knowledge transfer	Zenodo
18	Website analytics	Zenodo
19	Social media statistics	Zenodo
20	Project events participants data	-
21	Newsletter subscribers data	-
22	Data from dissemination and communication activities	Zenodo

No	Data	Accessibility
23	Community of Practice data	ROSETTA Toolkit, Zenodo
24	A collection of networks, initiatives, and projects related to ROSETTA	Zenodo
25	Exploitation plan for key exploitable results and partners	-
26	Advisory Board member data	Project website

It is pointed out that all public deliverables will be also included in the ROSETTA website after their official approval.

3.2.3 Methods, software tools and documentation to access the data

ROSETTA emphasises the accessibility of the data collected / generated during the project. With that in mind, no specialised method, software tool and / or documentation is expected to be needed at the moment, in order to access the data. Stakeholders will have the ability to access the data by simply using their web browser (e.g. Mozilla, Google Chrome, Internet Explorer, Safari, etc.) through their computers (either desktop or laptop), smart phones and/or tablets.

More specifically, they first need to access Zenodo through its webpage (following the link <https://zenodo.org/>) and utilise the search engine of the repository to search for interesting data. By typing the name of the project (or any other relevant keyword connected to the ROSETTA data) the search engine will direct the user to the project's data, ready to be explored and re-used. Moreover, since the data will be available in open formats, we will be ensuring that they can appropriately be read by a range of different software that are widely and freely accessible to all potential users of the data.

Closed data will only be accessed by authorised project partners through usage of a cloud storage service. Again, no specialised method, software tool and / or documentation is needed to this end.

3.2.4 Data, metadata, code and documentation repositories

ROSETTA's open data along with their linking metadata as well as any relevant code and documentation (if applicable) required to access this data, will be deposited to and securely stored by Zenodo. It is quite unlikely that Zenodo will terminate its operation and stop providing its services, but in such a case all data, metadata, code and documentation uploaded will be transferred and hosted to other suitable repositories without undue delay. In this respect, it is important to note that, since all of ROSETTA openly available data will make use of PIDs (i.e. DOIs), the links to the data will not be affected. In parallel, the project's data that will not be openly available for sharing will be deposited, together with their accompanying metadata, code and documentation (if necessary), to the cloud web storage service employed by the project.

3.2.5 Restrictions

By utilising Zenodo for sharing the project's openly available data, ROSETTA can apply **different levels of accessibility** for this data taking into account any relevant issues (such as ethical, rules of personal data, intellectual property, commercial, privacy-related, security-related, etc.).

More specifically, **Zenodo offers the following levels of data accessibility:**

- **Open access:** Data remains available for re-use. Nevertheless, the level in which this data can be re-used is determined also by their accompanied license for re-use (see subsection 3.4.1).
- **Embargoed status:** Access to the data will be restricted until the end of the embargo period, at which time, the content will automatically become publicly available.
- **Restricted access:** The data will not be made publicly available, and sharing will be made possible only by the approval of the project partner(s) that have the responsibility of the data.
- **Closed access:** The data is protected against unauthorised access at all levels and only members of the consortium have the right to access it.

Project partners will mainly use the open access level to disseminate the project's data amongst the interested stakeholders. Nevertheless, in some cases embargo periods or restricted access may be used as described in Subsection 3.2.1. Data that will not be available for re-use will be accessible only by authorised partners of ROSETTA consortium and /or authorised personnel from the REA of the Commission.

Moreover, **ROSETTA will ensure open access to all peer-reviewed scientific publications** that may be produced in the framework of the project. In particular, according to the Grant Agreement, ROSETTA will:

- As soon as possible and at the latest on publication, deposit a machine-readable electronic copy of the published version or final peer-reviewed manuscript accepted for publication in a repository for scientific publications as well as deposit, at the same time, the research data needed to validate the results presented in the deposited scientific publications.
- Ensure open access to the deposited publication — via the repository — at the latest on publication, if an electronic version is available for free via the publisher, or within six months of publication in any other case.
- Safeguard open access — via the repository — to the bibliographic metadata that identify the deposited publication. The bibliographic metadata shall be in a standard format and include the terms “European Union (EU)” and “Horizon Europe”; the name of the action, acronym and grant number; the publication date, and length of the embargo period if applicable; and a PID.

Along these lines, this section has provided the methodology applied in the frame of ROSETTA to ensure that its data is as openly accessible as possible by any stakeholder that may find it interesting for re-use. In this context, ROSETTA also focuses on providing metadata standards and appropriate metadata vocabularies to increase data interoperability. The following section provides further details in this respect.

3.3 Making data interoperable

Data interoperability refers to the ability of systems and services that create, exchange and use data to have clear, shared expectations for the contents, context and meaning of that data¹⁸. With that in mind, ROSETTA has adopted in its data management methodology the use of metadata vocabularies, standards and methods that will increase the interoperability of the data collected/generated through its activities.

¹⁸ L. Steele & T. Orrell (2017). The frontiers of data interoperability for sustainable development. Publish What You Fund and Development Initiatives

More specifically, **the interoperability of the data that will not be publicly shared will be facilitated by the use of the Dublin Core Metadata standard.** This standard is a small “metadata element set” which accounts for issues that must be resolved in order to ensure that data meet traditional standards for quality and consistency, while still remaining broadly interoperable with other data sources in the linked data environment. The fifteen elements of the standard provide a vocabulary of concepts with natural-language definitions (e.g. title, creator, author, etc.) that are instantly converted into open machine-readable formats (such as XML, HTML, etc.), enabling machine-processability. Each element is optional and may be repeated, while the standard itself offer ways exist for refining them, encouraging the use of encoding and vocabulary schemes. The vocabulary of the Dublin Core Metadata standard is presented by the following table¹⁹:

Table 8: Dublin Core Metadata standard vocabulary

No	Element	Element definition
1	Title	A name given to the resource.
2	Creator	An entity primarily responsible for making the content of the resource.
3	Subject	The topic of the content of the resource.
4	Description	An account of the content of the resource.
5	Publisher	An entity responsible for making the resource available.
6	Contributor	An entity responsible for making contributions to the content of the resource.
7	Date	A date associated with an event in the life cycle of the resource
8	Type	The nature or genre of the content of the resource.
9	Format	The physical or digital manifestation of the resource.
10	Identifier	An unambiguous reference to the resource within a given context.
11	Source	A reference to a resource from which the present resource is derived.
12	Language	A language of the intellectual content of the resource.
13	Relation	A reference to a related resource.
14	Coverage	The extent or scope of the content of the resource.
15	Rights	Information about rights held in and over the resource.

Along similar lines, **the interoperability of openly available data will be facilitated through Zenodo**, since its metadata will be stored internally in JSON format according to a defined JSON schema. This encloses HTML microdata that allows machine-readable data to be embedded in HTML documents in the form of nested

¹⁹ Sugimoto, S., Baker, T., & Weibel, S. L. (2002). Dublin Core: Process and Principles. Lecture Notes in Computer Science Digital Libraries: People, Knowledge, and Technology, 25-35.

groups of name-value pairs. Moreover, the JSON schema provides a collection of shared vocabularies in microdata format that can be used to mark-up pages in ways that can be understood by the major search engines. Moreover, all metadata linked to the open data is exported via the Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) and can be harvested. The OAI-PMH develops and promotes interoperability standards that facilitate the efficient dissemination of data amongst diverse communities²⁰.

3.4 Increase data re-use

3.4.1 License schemes to permit the widest use possible

The application of a licence to ROSETTA open data is a simple way to ensure that any interested third-party can re-use it. In this context, licences are the instrument which permit a third-party to copy, distribute, display and/or modify the project's data only for the purposes that are set by the licence. Licences typically grant permissions on condition that certain terms are met. While the precise details vary, three conditions are commonly found in licences which are the attribution, non-derivative, and non-commerciality.

Along these lines, ROSETTA publishes openly available data under the **Creative Commons licencing scheme** to foster their re-use and build an equitable and accessible environment for them. Zenodo provides ROSETTA the **opportunity to publish its open data under five Creative Common licences** as follows:

- **Creative commons Attribution-Share Alike 4.0** (CC BY-SA 4.0) according to which any third party can freely copy, distribute, display and modify the datasets for any purpose. Remix, transform, or built upon data, must be distributed under the same license as the original. Third parties must give appropriate credit, provide a link to the license, and indicate if changes were made.
- **Creative Commons Attribution 4.0 International** (CC BY 4.0) according to which any third party can freely copy, distribute, display and modify the datasets for any purpose. Third parties must give appropriate credit, provide a link to the license, and indicate if changes were made.
- **Creative Commons Attribution-No Derivatives 4.0 International** (CC BY-ND 4.0) during which any third party can freely copy, distribute, display and modify the datasets for any purpose. Remix, transform, or built upon data, however must not be distributed. Third parties must give appropriate credit, provide a link to the license, and indicate if changes were made.
- **Creative Commons Attribution-NonCommercial 4.0 International** (CC BY-NC 4.0) based on which third parties can copy, distribute, display and modify the datasets for any purpose other than commercial unless they get a permission by project partners first.

Figure 2: CC BY-SA 4.0



Figure 3: CC BY 4.0



Figure 4: CC BY-ND 4.0



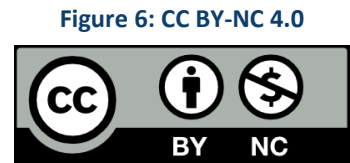
Figure 5: CC BY-NC-ND 4.0



²⁰ Corrado, E.M. (2005) 'The importance of open access, open source, and open standards for libraries', Issues in Science and Technology Librarianship.

Third parties must give appropriate credit, provide a link to the license, and indicate if changes were made.

- **Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International (CC BY-NC-ND 4.0)** according to which third parties can copy, distribute, display and modify the datasets for any purpose other than commercial unless they get a permission by project partners first. Remix, transform, or built upon data, however, must not be distributed. Third parties must give appropriate credit, provide a link to the license, and indicate if changes were made.



Different licensing schemes may be selected to better fit the need of ROSETTA open data ensuring not only their long-term preservation and re-use but also the interests of the consortium along with the rights of individuals for whom the data is about. In such a case, this subsection of the DMP will be updated accordingly.

3.4.2 Availability for re-use

The re-use of data is a key component of ROSETTA methodology for making data FAIR. In fact, making data available for re-use ensures interested stakeholders, other than project partners, can benefit from this data, contributing towards maximising the impact of the project. **Rich metadata** created based on metadata standards that enable proper discovery as well as **appropriate licensing schemes facilitate the re-use of ROSETTA open data**, allowing them to find valuable utility.

In principle, it is expected that data will become available for re-use no later than 120 days after the end of its processing in the framework of the project (i.e. collection, anonymisation, aggregation, etc.) to ensure that any additional data management activities required to this end do not compete with the timely delivery of the project’s planned outputs.

With that in mind, the expected time that ROSETTA data is made openly accessible and uploaded to Zenodo is indicatively provided in the following table:

Table 9: Expected time that data will be made open through Zenodo

No	Data	Expected time for making data open	Notes
1	MIPs stakeholder data	31/05/2025	
2	Food marketing standards at EU, international and national level	31/05/2025	
3	Private food marketing standards and reasons for their establishment	30/09/2025	After the official approval of the respective deliverable
4	Amounts of food waste along the supply chain due to marketing standards	31/12/2025	
5	Promising interventions and good practices for food waste reduction or prevention	31/12/2025	
6	Alternative marketing models for suboptimal foods	31/12/2025	

No	Data	Expected time for making data open	Notes
7	Assessment of the models and the trade-off assessment results	31/12/2025	
8	Data collected for and generated by the development, operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Ad hoc	
9	Operational plans of use case pilot experiments	-	
10	Insights collected from the ROSETTA co-creation workshops and a collection of the food waste reduction solutions to be tested	30.12.2025	
11	A summary of the deployment, monitoring and validation of tested solutions in pilot experiments	-	
12	LCSA inventory's primary data and results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in ROSETTA use cases	-	
13	Data collected for and generated by the operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	Ad hoc	
14	A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards	1 st batch 30.12.2025	1 st batch (delivered by June 2025) Open after approval 2 nd -batch: After approval of the respective deliverable or based on an agreement with the EC
15	A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions	30.12.2026	After approval of the respective deliverable or based on an agreement with the EC
16	A total of 30 practice abstracts in two batches	30.12.2025 & 30.12.2026 (for Del.)	
17	A summary of the mutual learning events for good practice sharing and knowledge transfer	After approval	After approval of the respective deliverable or based on an agreement with the EC
18	Website analytics	After approval	With regard to the open data, after approval of the respective deliverable or based on an agreement with the EC
19	Social media statistics	After approval	With regard to the open data, after approval of the respective deliverable or based on an agreement with the EC
20	Project events participants data	After approval	With regard to the open data, after approval of the respective deliverable or based on an agreement with the EC

No	Data	Expected time for making data open	Notes
21	Newsletter subscribers data	After approval	With regard to the open (aggregated) data, after approval of the respective deliverable or based on an agreement with the EC
22	Data from dissemination and communication activities	After approval	With regard to the open data, after approval of the respective deliverable or based on an agreement with the EC
23	Community of Practice data	After approval	With regard to the open data, after approval of the respective deliverable or based on an agreement with the EC. Some basic data may be published after participants sign the consent form (Ad hoc, if they wish to)
24	A collection of networks, initiatives, and projects related to ROSETTA	Ad hoc	This data is open and will be accessible through Zenodo. As it may be changing during the course of the project, by adding more relevant projects, it's accessibility will be made ad hoc
25	Exploitation plan for key exploitable results and partners	Not shared - sensitive	
26	Advisory Board member data	Ad hoc	

3.4.3 Data quality assurance processes

Quality Assurance (QA) and **Quality Control (QC)** activities are an integral part of ROSETTA data management methodology and are implemented prior to the publication of any data to Zenodo, safeguarding the transparency, consistency, comparability, completeness and accuracy of the data.

QA is a planned system of review procedures conducted outside the framework of developing a dataset, by personnel not directly involved in the dataset development process²¹. In the context of ROSETTA, it takes the form of **peer-reviews of methods and/or data summaries** to assess the quality of the dataset and identify any need for improvement, ensuring that the dataset correctly incorporates the scientific knowledge and data generated.

QC is defined as a system of checks to assess and maintain the quality of the dataset being compiled²². The relevant procedures of ROSETTA are designed to provide routine technical checks as they measure and control data consistency, integrity, correctness and completeness as well as identify and address errors and omissions. In this context, QC checks cover everything from data acquisition and handling, application of approved procedures and methods, and documentation. Some of the general quality checks undertaken in the

²¹ 2006 IPCC Guidelines for National Greenhouse Gas Inventories, Vol. 1 General Guidance and Reporting, CHAPTER 6 Quality Assurance / Quality Control and Verification.

²² 2006 IPCC Guidelines for National Greenhouse Gas Inventories, Vol. 1 General Guidance and Reporting, CHAPTER 6 Quality Assurance / Quality Control and Verification.

framework of the project include checking (i) for transcription errors in data input; (ii) that scale measures are within the range of acceptable values; and (iii) whether proper naming conventions are used.

4. Allocation of resources

4.1 Estimated costs for making data FAIR

The costs required for making the data collected/generated during ROSETTA's activities FAIR are integrated in the budget of the project. With that in mind, the table which follows provides an overview of the estimated costs of making data FAIR as well as their budget source within the framework of ROSETTA.

Table 10: Estimated costs for making data FAIR

No	Data Processing / Management Activity	Budget source	Total estimated effort in Person Months ²³	Total estimated cost in Euro ²⁴
1	Collection	Budget allocated to the WP under which the respective data are processed	46.69	250,580.48 €
2	Documentation	Budget allocated to the WP under which the respective data are processed	13.34	71,594.42 €
3	Storage	Budget allocated to the WP under which the respective data are processed	6.67	35,797.21 €
4	Access and security	Budget allocated to the WP under which the respective data are processed	6.67	35,797.21 €
5	Preservation	Budget allocated to the WP under which the respective data are processed	3.34	17,898.61 €
6	Availability and re-use	Budget allocated to the WP under which the respective data are processed	20.01	107,391.63 €
7	Overall data management	WP8/WP9	3.65	19,580.59 €
TOTAL			100.36	538,640.16 €

In order to produce the estimations of the costs for making data FAIR in the context of ROSETTA, a series of **assumptions** were made, taking into account the respective **guidelines** provided by the Research Data Management Support, a multidisciplinary network of data experts within Utrecht University²⁵, as well as of

²³ The total estimated effort for each data processing / management activity reflects the cumulative effort for the implementation of the respective activity for all data collected / generated across the different WPs of ROSETTA.

²⁴ The total cost of each data processing / management activity is calculated by multiplying the effort estimated for the respective activity with the weighted average cost of a person month in the framework of ROSETTA.

²⁵ Research Data Management Support. Guides: Costs of data management. Utrecht University. Retrieved from: <https://www.uu.nl/en/research/research-data-management/guides/costs-of-data-management>

the UK Data Service and its data management costing tool²⁶. With that in mind, the estimated costs for making ROSETTA data FAIR cover **data-related activities and resources across the data lifecycle**, spanning from collection and documentation through storage and preservation over to sharing and re-use.

In particular, costs for **data collection** cover activities necessary for acquiring external datasets (if required), gathering/generating new data, transcribing (if applicable), formatting and organising this data as well as acquiring informed consent from data subjects. This data processing activity reflects the majority of the costs required for making data FAIR as the majority of ROSETTA data constitutes new data collected/generated over the course of the project. At the same time, **data documentation** costs address the effort required for describing data (e.g. marking data with variable and value labels, code descriptions, etc.) as well as creating well-defined metadata along with a meaningful description of the context and methodology of how data was collected/generated and processed (where necessary).

Costs for **data storage** include the resources required for ensuring adequate storage space for the data as well as the effort necessary for conducting data back-ups, while **data access and security** costs encompass costs related to ensuring access to the data as well as for protecting it from unauthorised access or use or from disclosure. Given that the storage of ROSETTA data will not require the procurement of additional space (other than what is already available to project partners) as well as that no special measures or software are required to access and secure the data (other than what is inherently built in to the repositories of ROSETTA data), such costs are kept to a minimum.

Data preservation costs, stem from the requirement of additional effort in several cases to convert the collected/generated data from their original form (e.g. physical interview transcripts) to an open and/or machine readable format suitable for long-term preservation (e.g. to an .xlsx format.). Adequate effort for **data availability and re-use** costs is also foreseen to safeguard the appropriate digitisation and anonymisation of the data as well as cover any resources required for data sharing and cleaning. Along the same lines, appropriate effort is foreseen for **overall data management** as well, in order to cover the effort related with the operationalisation of data management in the framework of ROSETTA.

Finally, costs for **long-term preservation** in the framework of ROSETTA are assumed to be negligible, since the open data of the project will be hosted in the repository of Zenodo free of charge.

4.2 Data management responsibilities

For the effective, proper and secure handling of the data collected/generated in the frame of ROSETTA, specific data management roles have been established within the data management methodology and procedures of the project. These responsibilities are outlined in this section of the DMP and are as follows.

Project Coordinator (PC): The PC, Q-PLAN, is responsible for overall data management in the framework of ROSETTA, including the elaboration of the DMP and its updates (when necessary, along with the support of all partners). At the same time, the PC is responsible for the elaboration of proper templates for the Informed Consent Form and the Data Subject Request Form to be appropriately adjusted and utilised by project partners during the relevant activities of the project as well as for drafting the project's Privacy Policy that has to be uploaded on the project's website. The PC in collaboration with the Scientific Manager and the relevant project

²⁶ UK Data Service. Costing Data Management. Retrieved from: <https://www.ukdataservice.ac.uk/manage-data/plan/costing>

partners (e.g., Work Package Leaders, Task Leaders, etc.) examines if additional specific privacy policies are required for certain project's tasks and coordinates the elaboration of such privacy policies. Finally, the PC (i) coordinates with Work Package Leaders, Task Leaders and Responsible Partners to determine whether and how the data collected / generated by the project are shared and become available for re-use, (ii) contributes to its quality assurance, and (iii) uploads the project's openly available data to Zenodo.

Work Package Leaders (WPL): The WPL is responsible for coordinating the implementation of the data processing activities performed under the WPs they are leading. Moreover, they align with the PC and the respective Work Task Leader on whether and how the data gathered/produced under the tasks that fall within the WP they are leading will be shared and/or re-used. This includes the definition of access procedures as well as potential embargo periods along with any necessary software and/or other tools which may be required for data sharing and re-use. Finally, the WPL are the main responsible for assuring the quality of the data stemming from the activities of the WP they are leading, including assessing their quality and indicating any need for improvement to the respective Work Task Leaders.

Work Task Leaders (WTL): WTLs are responsible for the data collected / generated in the frame of the tasks that fall under their leadership as well as for safeguarding their appropriate and timely processing. Moreover, they are responsible for properly adjusting the Informed Consent Form and Data Subject Request Form templates, to the needs and specificities of the activities carried out in the task they are leading. WTLs are responsible for identifying the need for a specific privacy policy regarding the task they are leading and collaborate with the PC for drafting and releasing it to the public. Finally, they undertake any necessary actions to prepare the data collected / generated through the tasks they are leading for sharing either within the consortium or openly (including the use of proper naming conventions, application of suitable anonymisation techniques, creation of appropriate metadata and documentation, etc.).

Partners: All project partners are tasked to collect, digitise, anonymise, store, destroy, and/or otherwise process data for the specific purpose of the activity in which it has been collected / generated within the project. They are responsible for **appropriately collecting the necessary consent for processing data** as well as for **ensuring that the Informed Consent Form and the Data Subject Request Form used to this end are properly adjusted to the needs of the activity they are participating** (including references to the project's Privacy Policy and any other applicable specific privacy policies) and, in any particularities, applicable to their organisation while ensuring adherence to provisions of relevant national data protection legislation in their respective country. Moreover, they are responsible for **managing the consents they have collected with a view to demonstrating their compliance with the relevant applicable EU and national regulation(s)**. Finally, they perform quality checks to assess and maintain the quality of the dataset(s) held within their records.

Data repositories: Data repositories are tasked with the storage and long-term preservation of the project's data. In this respect, Zenodo will maintain and preserve the openly available data of ROSETTA, enabling its sharing and re-use. To this end, Zenodo assigns metadata and DOIs to the data, while also taking all necessary measures to securely back-up the data and restore it, safeguarding its long-term preservation.

In this context, the following table illustrates the allocation of data management responsibilities amongst the members of the ROSETTA consortium per data collected/generated under each WP.

Table 11: Data management responsibilities of ROSETTA partners per data collected/generated under each WP

WP	WPL	Data	Tasks	WTL	Responsible Partners
WP1	TEAGASC	MIPs stakeholder data	T1.1	Q-PLAN	TEAGASC, CBS, AUA, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK
WP1	TEAGASC	Food marketing standards at EU, international and national level	T1.2	UNIVIE	Q-PLAN, TEAGASC, CBS, AUA, WR, PEDAL, TUC, DRAXIS, ECF, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK
WP1	TEAGASC	Private food marketing standards and reasons for their establishment	T1.3	WR	ALL
WP1	TEAGASC	Amounts of food waste along the supply chain due to marketing standards	T1.4	TEAGASC	Q-PLAN, CBS, AUA, WR, PEDAL, TUC, DRAXIS, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK
WP2	AUA	Promising interventions and good practices for food waste reduction or prevention	T2.1	AUA	Q-PLAN, TEAGASC, CBS, WR, PEDAL, TUC, UNIVIE, DRAXIS, FBCD, FRESHIS, UNI, CHALK
WP2	AUA	Alternative marketing models for suboptimal foods	T2.2	TUC	ALL
WP2	AUA	Assessment of the models and the trade-off assessment results	T2.3	TEAGASC	ALL
WP2	AUA	Data collected for and generated by the development, operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	T2.4	DRAXIS	ALL
WP3	CBS	Operational plans of use case pilot experiments	T3.1	CBS	Q-PLAN, TEAGASC, AUA, PEDAL, TUC, DRAXIS, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK
WP3	CBS	Insights collected from the ROSETTA co-creation workshops and a collection of the food waste reduction solutions to be tested	T3.2	AUA	Q-PLAN, TEAGASC, CBS, PEDAL, TUC, UNIVIE, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK
WP4	CBS	A summary of the deployment, monitoring and validation of tested solutions in pilot experiments	T4.1	CBS	TEAGASC, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK, Q-PLAN, CBS, AUA, PEDAL, TUC
WP4	CBS	LCSA inventory's primary data and results of the deployment of the Life Cycle Sustainability Assessment (LCSA) approach in ROSETTA use cases	T4.2	DRAXIS	TEAGASC, FRESHIS, UNI, MOCH, FBCD, NATM, CHALK, Q-PLAN, CBS, AUA, PEDAL, TUC
WP4	CBS	Data collected for and generated by the operation and maintenance of the ROSETTA digital Toolkit, such as assessment data, good practices and data related to networking	T4.3	DRAXIS	ALL

WP	WPL	Data	Tasks	WTL	Responsible Partners
WP5	PEDAL	A series of policy briefs and a summary of recommendations on how to prevent/reduce food waste due to marketing standards	T5.1	ECF	ALL
WP5	PEDAL	A summary of practical replication guidelines on how food businesses and owners of marketing standards can replicate the food waste reduction or prevention solutions	T5.2	PEDAL	ALL
WP5	PEDAL	A total of 30 practice abstracts in two batches	T5.3	TEAGASC	Q-PLAN, CBS, AUA, WR, PEDAL, TUC, UNIVIE, DRAXIS, ECF, FRESHIS, UNI, MOCH, FBCE, NATM, CHALK
WP5	PEDAL	A summary of the mutual learning events for good practice sharing and knowledge transfer	T5.4	PEDAL	ALL
WP7	WR	Website analytics	T7.1	WR	ALL
WP7	WR	Social media statistics	T7.1	WR	ALL
WP7	WR	Project events participants data	T7.1	WR	ALL
WP7	WR	Newsletter subscribers data	T7.1	WR	ALL
WP7	WR	Data from dissemination and communication activities	T7.1	WR	ALL
WP6/WP7	WR	Community of Practice data	T6.2/ T7.2	WR	ALL
WP6/WP7	WR	A collection of networks, initiatives, and projects related to ROSETTA	T6.3/ T7.3	WR	ALL
WP6/WP7	WR	Exploitation plan for key exploitable results and partners	T6.4/ T7.4	WR	ALL
WP8/WP9	Q-PLAN	Advisory Board member data	T8.2/T9.2	Q-PLAN	ALL

More details regarding responsibilities pertaining to personal data processing are provided in the Record of Data Processing Activities annexed in this document (Annex IV).

5. Data security

ROSETTA securely handles any collected / generated data throughout its entire lifecycle as it is essential to safeguard this data against accidental loss and / or unauthorised access. To achieve this the project applies appropriate technical and organisational measures based on a risk assessment of the relevant data that takes into account the impact and the likelihood of a potential data breach. With that in mind, the project's data security strategy aims at minimizing the probability that a data breach will occur during the course and after the completion of ROSETTA, either from human error or hardware failure, as well as inhibit any unauthorised access. Particularly, in case of personal data collection / generation it is crucial that this **data can only be accessible by those authorised to do so**.

All project partners are responsible for processing²⁷ data using appropriate means, such as private servers or cloud service providers that adhere to the relevant legal data protection requirements (e.g. GDPR) and will ensure that this **data is protected**, and any **necessary data security controls have been implemented**, to minimize the risk of information leak and destruction. This case refers to the data that will be closed and therefore will not be shared and / or re-used within the framework of the project. In this case, to minimize the consequences of potential data losses, the data is **backed up at regular time intervals based on change frequency and criticality. The backed-up files are stored in appropriate storage media including external hard drives, flash drives, NAS devices and reputable cloud services**, so as to safeguard their preservation, while also enabling their recovery at any time. Moreover, **integrity checks**²⁸ are carried out regularly ensuring that the stored data has not been changed or corrupted.

Access to closed data is only permitted to authorised project partners. In case there is a **personal data breach**, the responsible **project partner will notify, without undue delay** and, where feasible, not later than **72 hours after having become aware of it, its competent national supervisory authority** (e.g. data protection authority) **as well as the data subject(s) that may be affected by the breach**. Moreover, the responsible partner will document any personal data breaches, including information such as the facts relevant to the breach, its effects and the remedial action(s) taken.

Identification and authentication access controls play an important role in the context of the project, as they help partners to protect the data collected / generated during ROSETTA and especially personal data. To this end, each project partner is responsible for and committed to ensuring the application of appropriate access controls to the data they are processing. At the same time, **technical access controls are built into the ROSETTA website and into the ROSETTA toolkit as well**, setting out clear roles with access rights to the data stored there, so that only authorised personnel have access. Each project partner is provided with unique accounts containing one or more roles assigned to them and at the same time enforcing role-based security when its staff processes the project's data. These accounts are expected to be username / password protected, maximising access control. Finally, in order to safeguard the privacy of the users of the ROSETTA website and the ROSETTA Toolkit, dedicated **privacy policies** define the way in which these online spaces collect, process

²⁷ Processing, according to Regulation (EU) 2016/679 of the European Parliament (General Data Protection Regulation), means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

²⁸ An integrity check is the process of comparing the current state of stored data and/or programs to a previously recorded state in order to detect any changes.

and use personal data, the security procedures followed, the users' rights as well as the cookies policy employed.

On another note, openly available data is stored safely for long-term preservation on Zenodo, in the same cloud infrastructure as research data from CERN's Large Hadron Collider, using CERN's battle-tested repository software INVENIO, which is used by some of the world's largest repositories (such as INSPIRE HEP and the CERN Document Server). Along these lines, data is stored and backed-up in CERN's EOS service in an 18 petabytes disk cluster. Both data files and metadata are kept in multiple online replicas and independent replicas ensuring their long-term preservation as well as their recovery when necessary. Moreover, for each file two independent MD5 checksums are stored. One checksum is stored by INVENIO, used to detect changes to files made from outside of it whereas the other checksum is stored by EOS, and used for automatic detection and recovery of file corruption on disks. In this context, access control is applied by the different level of openness that Zenodo allows (i.e. open, embargoed, restricted and closed).

6. Ethical aspects and other procedures

This Chapter addresses the ethical aspects of the ROSETTA Data Management Plan and the ethical compliance of the underlying data foreseen to be collected / generated under the project's activities. The project processes data that is not included in any special category of personal data (i.e. non-sensitive data) according to the relevant data protection legislation (e.g. GDPR). In accordance with the **Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR)**, all personal data processed for project's activities shall be:

- processed lawfully, fairly and in a transparent manner in relation to the data subject;
- collected for specified, explicit and legitimate purposes relative to project's objectives and not further processed in a manner that is incompatible with those purposes;
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed;
- accurate and, where necessary, kept up to date;
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed;
- processed in a manner that ensures appropriate security of the personal data (see section 4).

For all personal data processing activities within the framework of the project, at least one lawful basis is applied as of Art. 6 GDPR applies. Where informed consent is chosen as the lawful basis for processing, all relevant provisions of the data protection legislation (e.g., Art.7 GDPR) are observed. The project's Privacy Policy and the templates of the Informed Consent Form and the Data Subject Request Form, used in the implementation of the project's activities, are compliant with the General Data Protection Regulation and annexed to this DMP (see Annex). Last but not least, **no transfer of personal data outside the EU is foreseen as part of the project's implementation**. In the case of data storage providers situated both inside and outside the EEA, partners are committed to ensuring their compliance with the relevant GDPR requirements before start using their services.

It is important to highlight that **each partner is responsible for ensuring that the templates for the Informed Consent Form and Subject Data Request Form (including references to the project's Privacy Policy and any other applicable specific privacy policies) are appropriately adjusted** according to (i) the needs of the activity for which they are being used by them as well as to (ii) the relevant data protection laws and regulations applicable to their respective countries and / or organisation. **All partners should keep records to demonstrate that data subjects have consented to the processing of their personal data** and use consent management mechanisms that make it easy for individuals to withdraw their consent.

7. Final general considerations & clarifications

Sensitive information

- Certain data are associated with deliverables marked as “sensitive”; these deliverables relate to the implementation of the pilots, during which data and information may be collected that apply to specific circumstances of the pilots and the partners involved may not want to disclose them, in particular because most of the partners involved in pilots are private enterprises. **This means that those deliverables will not be made openly available, after their approval.**
- Based on experience from other projects, certain data that is not sensitive can be extracted from these deliverables and made openly accessible through Zenodo. It will be upon ROSETTA consortium to decide which data to extract and make accessible. This way, certain data from deliverables could be published (for instance, on Zenodo), without having to publish the whole deliverable.
- At this stage, it is rather early to know exactly what data can be extracted as openly accessible. However, it is expected that this will be clearer by the next DMP update, when the pilots will be implemented. Therefore, although the status of this data is “closed” in this initial version of DMP, this may be updated in the following updated version of DMP.

Open access

- When the deliverables are Open Access, open access should be also made available for the corresponding data, at least for those that can be anonymised (statistical data from surveys, and/or opinions from interviews without mentioning names). In any case, the open access deliverables will be made available on CORDIS, thus, partners should make sure that no names are mentioned in these deliverables, following GDPR. It is important this information to be openly accessible for knowledge sharing purposes, as requested by the EU.
- The open access data should be fully anonymised as GDPR should be fully implemented. Only anonymised data will be openly accessible. For instance, whenever there is a need to publish information from interviews, this will be done without mentioning any names.
- Processed data (anonymised and non-confidential): Regarding open data, in terms of type, storage and size of data, these can be raw data. Processed data (anonymised and non-confidential) is referred only to accessibility.

Open access to peer-reviewed scientific publications (mandatory, no exceptions)

- Immediate Open Access via repository under CC-BY; metadata under CC0;
- Information about data and tools is needed to validate conclusions;

Research Data Management (Research Data Management mandatory; Open Access mandatory with exceptions)

- Research Data Management should be in line with FAIR; Data Management Plan is mandatory;
- Open Access via repository under CC-BY or CC0; metadata under CC0; Exceptions to OA are possible (“as open as possible, as closed as necessary”);
- Information about software and other tools is needed to reuse or validate data.

Additional Open Access practices (encouraged)

- Providing Open Access to research outputs beyond publications and data;
- Research output management beyond publications and data;

- Early and open sharing of research, e.g. preregistration, registered reports, preprints;
- Measures to ensure reproducibility of research outputs;
- Involving citizens and users in co-creating Research & Innovation agendas and content.

8. Conclusions and way forward

This updated version of the ROSETTA DMP aims at safeguarding the sound management of the data collected, processed and/or generated during the project's activities across their entire lifecycle, while also making them FAIR. It describes all the underlying processes of the ROSETTA data management, collection, process and generation, in accordance with the GDPR guidelines, and sheds light on (i) the data being collected, processed and/or generated under the project activities, (ii) the specific objectives under which each dataset is collected, processed and/or generated, (iii) the allocation of resources and data management responsibilities and (iv) the data security and ethical aspects of the data.

In the framework of ROSETTA, the DMP is a living document and is updated throughout the course of the project, considering its latest developments and available results. It is expected to be further developed and updated by the end of the project (M36). If necessary, additional ad hoc updates may be realised in order to include new data, better detail and/or reflect modifications in the methodologies applied, or other aspects relevant to data management (such as costs for making data FAIR, size of data, etc.), changes in consortium policies and plans or other potential external factors.

Annexes

Annex I – Privacy Policy

PRIVACY POLICY

1. Who we are:

ROSETTA is a 3-year Research and Innovation Action running from 1st January 2024 to 31st December 2026, funded by the European Union under the Horizon Europe Framework Programme for Research and Innovation. ROSETTA sets out to deliver reliable evidence, produced through transdisciplinary research with the engagement of use case multi-actors from the agri-food value chain of selected food commodities (fruit & vegetables, cereals, dairy and meat), that a) estimates food waste generated by the use of marketing standards along the whole value chain, b) co-defines and validates sustainable solutions for the valorisation of that waste, and c) assesses trade-offs. It appears that a substantial amount of food waste may be due to marketing standards, yet there is very limited concrete evidence on how much, why and how to address it. There is a need to deepen our understanding and identify solutions to prevent and reduce food waste along with any trade-offs, by improving the business potential of suboptimal foods. Thus, the current framework of marketing standards of food commodities at international, EU, national and private level, will be analysed, and the reasons for their establishment will be assessed. An operational plan will be developed to deploy **pilot experiments in five (5) use cases across five (5) EU countries**, to test sustainable solutions for alternative market access of suboptimal foods, including processing and other strategies as well as changes in social practices. Each use case pilot experiment will be led by a private marketing standards owner or a network cluster in the value chain and will focus on one or more of the four (4) selected food commodities, namely fruit & vegetables, cereals, dairy and meat. A comparative analysis of the data collected from both lab and field research, combined with a Life-Cycle Sustainability Assessment (LCSA) study, will validate and optimise the use-case tested solutions, which are expected to reduce food waste due to marketing standards by 60% – 80%. The validated and optimised solutions will provide insights for knowledge transfer and identify opportunities for social learning. Insights will be used to develop replication guidelines and policy recommendations, addressed to food businesses, marketing standards owners, policy makers and regulators, to help revise or design marketing standards and support future policy development, in order to prevent and reduce food waste.

The consortium of ROSETTA brings together a consortium of **17 partners across 8 different countries** (EL, IE, DK, BE, SK, AT, PL, ES). The partners of the ROSETTA consortium, listed below, process certain types of personal data for the purposes of the project. Each partner is responsible for the personal data they collect and process during their activities under the framework of the project:

- Q-PLAN INTERNATIONAL ADVISORS PC, Greece (Coordinator), <https://qplan-intl.gr/>
- TEAGASC - AGRICULTURE AND FOOD DEVELOPMENT AUTHORITY, Ireland, <https://www.teagasc.ie/>
- COPENHAGEN BUSINESS SCHOOL, Denmark, <https://www.cbs.dk/en>
- GEOPONIKO PANEPISTIMION ATHINON, Greece, <https://www2.aua.gr/en>
- WHITE RESEARCH SRL, Belgium, <https://white-research.eu/>
- PEDAL CONSULTING SRO, Slovakia, <https://pedal-consulting.eu/>
- POLYTECHNEIO KRITIS, Greece, <https://www.tuc.gr/en/home>
- UNIVERSITAT WIEN, Austria, <https://mib.univie.ac.at/>

- DRAXIS ENVIRONMENTAL SA, Greece, <https://draxis.gr/>
- FRUITVEGETABLES EUROPE, Belgium, <https://www.eucofel.eu>
- FBCD AS, Denmark, <https://foodbiocluster.dk/>
- FUNDACJA UNIMOS, Poland, <http://unimosalliance.com/>
- CHALKIADAKIS ANONYMI ETAIREIA TOURISTIKON XENODOCHEIAKON EMPORIKON KAIBIOTECHNIKON EPICHEIRISEON, Greece, <https://www.xalkiadakis.gr/en/home>
- MOCHNIK JERZY MICHAL, Poland, <https://mlynmochnik.pl/>
- FRESHIS AGRITECH SL, Spain, <https://freshis.com/>
- SAFE FOOD ADVOCACY EUROPE, Belgium, <https://www.safefoodadvocacy.eu/>
- NATURMAELK AMBA, Denmark, <https://www.xn--naturmlk-o0a.dk/>

For further information, we can be contacted at: info@rosetta-project.eu

2. How we collect your personal data

We collect personal data both directly and indirectly:

Directly. We obtain personal data directly from individuals in a variety of ways, including but not limited to the following cases:

- an individual subscribes to our newsletter/s;
- an individual registers to attend in meetings and events we host and during attendance at such events;
- we establish cooperative relationships with an individual;
- we provide professional services pursuant to our contract with the European Commission;
- an individual participates in an interview or survey organised by us.

Indirectly. We obtain personal data indirectly about individuals from a variety of sources, including:

- our research partners;
- our networks and contacts;
- public and open data sources such as public registers, news articles and internet searches;
- social and professional networking sites (e.g. LinkedIn).

3. What types of data we collect?

We only collect the data that are necessary for the smooth implementation of our project. These data fall into the following categories:

- **contact details** (name/ surname, e-mail address, street address, mobile phone number, land line phone number);
- **professional information** (job title, organization, field of expertise);
- **demographics** (e.g. age, gender, nationality);
- **information about what a person knows or believes.**
- **videos and photos** (from people that attend our events).

4. Bases of lawful processing

We process personal data on the following legal bases:

Legal obligations - for processing activities required for compliance both with applicable national and European legislation as well as with the specific legal and regulatory framework of the Horizon Europe Framework Programme for Research and Innovation of the European Union.

Consent – for processing activities such as organization of surveys and interviews, completing of questionnaires and dissemination of project’s results.

Contractual obligations - for processing activities such as reporting to the European Commission and complying with project’s publicity obligations.

5. What we do with your personal data

We process your personal data with the purpose of:

- Conducting research (e.g. interviews, surveys);
- Dissemination our project’s results to different types of stakeholder;
- Sending invitations and providing access to guests attending our events and webinars;
- Administering, maintaining, and ensuring the security of our information systems, applications, and websites;
- Processing online requests or queries, including responding to communications from individuals;
- Complying with contractual, legal, and regulatory obligations.

6. How we secure your personal data when we process it

We continuously apply a personal data risk assessment process to identify, analyse, and evaluate the security risks that may threaten your personal data. Based on the results of this risk assessment, we define and apply a set of both technical and organizational measures to mitigate the above security risks, including but not limited to:

- Data Protection Policies to guide our personnel when processing your data;
- Written contracts with organizations that process personal data on our behalf;
- Non-Disclosure Agreements with our personnel;
- Back up process, antimalware protection, access control mechanisms, etc.
- Some of our partners have appointed a Data Protection Officer.

7. Do we share personal data with third parties?

We may occasionally share personal data with trusted third parties to help us deliver efficient and quality services. When we do so, we ensure that recipients are contractually bound to safeguard the data we entrust to them before we share the data. We may engage with several or all the following categories of recipients:

- Parties that support us as we provide our services (e.g., cloud-based software services such as Dropbox, Microsoft Sharepoint, Google);
- Our professional advisers, including lawyers, auditors, and insurers;
- Dissemination services providers (e.g., MailChimp);
- Law enforcement or other government and regulatory agencies or other third parties as required by, and in accordance with applicable law or regulation;
- The European Commission according to our relevant contractual obligations.

8. Do we transfer your personal data outside the European Economic Area?

Some of our partners may use cloud and / or marketing services from reputable providers such as SharePoint, DropBox, MailChimp, Google, etc., situated both inside and outside the EEA. We always check that such providers comply with the relevant GDPR requirements before start using their services.

9. Do we use cookies?

Our websites use cookies. Where cookies are used, a statement will be sent to your browser explaining the use of cookies. To learn more, please refer to our cookie policy by visiting: www.rosetta-project.eu/

Our websites use cookies. Where cookies are used, a statement will be sent to your browser explaining the use of cookies. Cookies are small text files which are saved on your computer, mobile phone or tablet. They allow the website to remember your actions and preferences (such as login, language, font size and other display preferences) so you don't have to keep re-entering them whenever you come back to the site. You can control and/ or delete cookies as you wish. If you do this, however, you may need to manually adjust your preferences every time you visit a site. For more information on how to manage cookies, please visit: <http://www.aboutcookies.org/>

We use tools like Google Analytics to better understand how visitors interact with our website. This provides us with important information to enable the site to work better. The information collected is not linked to your personal data. For more information on the cookies set by Google Analytics, please visit: <http://code.google.com/apis/analytics/docs/concepts/gaConceptsCookies.html>

The following cookies are used by Google Analytics:

Name	Typical content	Cookie expires after
_ga	Used to distinguish users	2 years
_gat	Used to throttle request rate	1 minute
_gid	Used to distinguish users	24 hours

We use cookies that identify you when you're logged in, in order to give you the possibility to comment using your profile and also to edit your newsletter preferences. We also use anonymous cookies that tell us where do our users come from and what pages they visit. These cookies sometimes collect anonymous statistics about the user (such as gender, age, interests) and the data is stored by the analytics services that we use: Google Analytics, Content Insights and Facebook Analytics. These cookies also gather data about a person's behaviour on our website: what pages they visit, how long they stay on the page, what videos they watch or files they download. We also use tracking cookies from social networks such as Facebook, X (former Twitter), Youtube and LinkedIn in order to be able to serve better advertising to our users on these platforms and to assess the performance of our ads on these platforms. The data that these platforms collect is anonymized. That means that we cannot see your social media profiles, but you will sometimes see ads to ROSETTA pages advertised to you on social media.

10. Your rights

You have the following rights regarding our processing of your personal data:

- **Right to withdraw consent** – You can withdraw consent that you have previously given to one or more specified purposes to process your personal data. This will not affect the lawfulness of any processing carried out before you withdraw your consent.
- **Right of access** – You can ask us to verify whether we are processing personal data about you and, if so, to have access to a copy of such data.

- **Right to rectification and erasure** – You can ask us to correct our records if you believe they contain incorrect or incomplete information about you or ask us to erase your personal data after you withdraw your consent to processing or when we no longer need it for the purpose it was originally collected.
- **Right to restriction of processing** – You can ask us to temporarily restrict our processing of your personal data if you contest the accuracy of your personal data, prefer to restrict its use rather than having us erase it, or need us to preserve it for you to establish, exercise or defend a legal claim. A temporary restriction may apply while verifying whether we have overriding legitimate grounds to process it. You can ask us to inform you before we lift that temporary processing restriction.
- **Right to data portability** – In some circumstances, where you have provided personal data to us, you can ask us to transmit that personal data (in a structured, commonly used, and machine-readable format) directly to another entity.
- **Right to object** – You can object to our use of your personal data for direct marketing purposes, including profiling or where processing has taken the form of automated decision-making. However, we may need to keep some minimal information (e.g., e-mail address) to comply with your request to cease marketing to you.
- **Right to make a complaint to your local Data Protection Authority (DPA)** (see https://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index_en.htm) regarding any concerns you may have about our data handling practices.

To ask us to do anything of the above, you can contact us by email: info@rosetta-project.eu. We will promptly examine your request against the relevant requirements of the laws and regulations governing privacy and personal data protection and we will answer the latest within 30 days after receiving your request. We will ask from you some kind of identification (e.g. photocopy of your identity card or passport) to avoid non-authorized reveal of your personal data. If, for reasons of complexity of the request or a multitude of requests, we are unable to respond promptly, we will notify you within 30 days of any delay, which in no case may exceed two months from the expiration of the 30-day deadline.

11. How long do we retain personal data?

We retain personal data to provide our services, stay in contact with you and to comply with applicable laws, regulations, and contractual obligations to which we are subject. Please note that we have an obligation to retain data concerning projects funded by the Horizon Europe Framework Programme for Research and Innovation of the European Union for up to five years after the end of the project (unless further retention is requested by auditors). After the expiry of the retention period, and unless further legitimate grounds for retention arise, we will dispose of personal data in a secure manner.

12. Disclaimer of liability for third party websites

Although our site may contain links to third-party sites, including the sites of the consortium partners, we are not responsible for the privacy practices or content of these sites, and we expressly disclaim any liability for any loss or damage that may be caused by the use of these links. We do not monitor the privacy practices or the content of these sites. If you have any questions about the privacy practices of another site, you should contact the site's responsible personnel. We suggest you read the privacy policy of each website you interact with, before allowing the collection and use of your personal data.

We may also provide social media features that allow you to share information on your social networks and interact with our project on various social media sites. The use of these social media features may result in the collection or sharing of information about you. We recommend that you check the privacy policies and

regulations of the social networking sites you interact with, so that you can be sure that you understand what information may be collected, used and disclosed by these sites.

13. Revisions of this Privacy Policy

This Privacy Policy is valid from 29/03/2024 and replaces any other previous notifications that we had issued in the past regarding our personal data management practices. We reserve the right to revise this Policy at any time. The current version will be always uploaded to our website indicating the date of entry into force, so you know when the most recent revision took place. If there are critical changes in this policy or our personal data practices change significantly in the future, we will notify you by posting the changes on our website.

Annex II – Informed Consent Form

Text in red colour contains guidelines for adjusting this template and should be deleted.

Text included in < > and/or highlighted with yellow should be replaced with content that is suitable to the context of each activity as well as to the organisation seeking to obtain the consent.

INFORMED CONSENT FORM

Who we are:

We are < Insert Partner Name > and we are contacting you in the framework of ROSETTA, a project funded by the European Union under the Horizon Europe Framework Programme for Research and Innovation. A detailed description on how Europe handles personal data is presented in the project's Privacy Policy that is available on the web site of the project (<https://rosetta-project.eu/>).

Project:

ROSETTA - Reducing food waste due to marketing standards through alternative market access (GA Number 101136427).

Partner:

Organisation name: < Insert Partner Name >

Address: < Insert Partner Address >.

Phone: < Insert Partner Phone >.

E-mail: < Insert Partner Generic E-mail Address >

Responsible persons:

Please define roles suitable to the context of each activity and organisation.

You may delete the line referring to the Data Protection Officer if your organisation does not have one.

#	Role	Name	E-mail
1	ROSETTA Project Manager	<Insert name of project manager of your organisation>	<Insert e-mail of project manager of your organisation>
2	Multi-actor Innovation Platform (MIP) Manager	<Insert name of MIP manager from your organisation >	<Insert e-mail of MIP manager from your organisation >
3	Data Protection Officer	<Insert name of DPO >	<Insert e-mail of DPO >

What do we need from you?

Please explain in a brief paragraph (4-5 lines) the activity and its purpose under the frame of the project.

Example: We need you to participate in the ROSETTA Multi-actor Innovation Platform (MIP) in <insert name of country> and the related project activities (events, workshops, studies etc.) for the collection of useful information based on your experience and opinions that will be used for the elaboration of the project deliverables, results and outcomes, including among others, the development, pilot testing and validation of selected solutions reducing and preventing food waste. As member of the ROSETTA Multi-actor Innovation Platform (MIP) you will also register to access the Open Innovation Platform of the ROSETTA Toolkit, on which your name will be shown to the other registered users, provided you give your consent. In parallel, you will become member of the ROSETTA Community of Practice (CoP). The role of the Community of Practice (CoP) is to provide a platform where members can interact, receive project updates, and share their knowledge and views on food waste and food marketing standards aspects.

Please adapt the following text to accurately depict the type of personal data to be collected for the corresponding activity.

To effectively carry out the activities of the Multi-actor Innovation Platform (MIP), we need to process some of your personal data:

- Your contact details (full name, email, phone number);
- Some basic demographics (age, gender);
- Your professional information (organisation, job position, field of expertise);
- Your education information;
- Your experience and opinion on the subjects that will be discussed during our activities;
- Videos and photos, captured during your participation in our events and activities.

Why do we need your data & what will we do with them?

Please adapt the following text to accurately depict the type of activity for which personal data are collected.

We need your data to contact you in order to plan and carry out the activities and events of the Multi-actor Innovation Platform in your country and to resolve any ambiguities, questions and other issues that may arise after and as a result of the corresponding activities. We also need to record your data to keep track of the activities and their results / outcomes. The project's deliverables that will be derived by these activities will not include your personal data or any other information that could identify you. Your personal data will remain on our written notes and records.

We will share your data with a few other ROSETTA project partners that are also involved in this task and will participate in the drafting of the relevant deliverables. We are also obliged to grant access to your data to:

- EU officials such as our Project Officer for purposes related to project's evaluation;
- EU agencies and other authorities for project's auditing purposes.

We would also be very happy if you gave us your consent to contact you in the future to ask you to participate in other project's activities (e.g. surveys, interviews, project events etc.) and also to inform you about the project's progress (e.g. by sending you a newsletter or similar messages).

How can you withdraw your consent?

You should know that you can withdraw your consent at any time by communicating either on the phone or by email with the responsible persons listed in the previous page. With regards to the informational messages

and newsletters you can always opt out by simply clicking the link “Unsubscribe” or something similar included at the end of all the relevant messages.

I hereby give my consent to the processing of my personal data needed for:

Please adapt the following text to accurately depict the type of subject for which consent is requested.

*(Please, tick the boxes below to confirm that you give us your consent for the respective subject. Any boxes left unticked mean that **you do not consent to the relevant subject.**)*

#	Consent Subject	Tick box
1	My participation in the ROSETTA Multi-actor Innovation Platform (MIP) of <name of country> and its activities related to the development, pilot testing and validation of selected solutions reducing and preventing food waste.	
2	My participation in the ROSETTA Community of Practice (CoP)	
3	My registration to access the Open Innovation Platform of the ROSETTA Toolkit	
4	My participation in future activities of ROSETTA	
5	Receiving newsletters and messages regarding ROSETTA activities	

Name of participant

Date

Signature

Annex III – Data Subject Request Form

Text in red colour contains guidelines for adjusting this template and should be deleted.

Text included in < > and/or highlighted with yellow should be replaced with content that is suitable to the context of each activity & project as well as to the organisation seeking to obtain the consent.



Data Subject Request form

You may delete the data referring to the Data Protection Officer if your organisation does not have one.

Contact

<Insert name of responsible Project Manager>

<Insert name of DPO > (Data Protection Officer)

<Insert email of responsible Project Manager>

<Insert e-mail of DPO >

Data Subject Request form

This form should be used to submit a data subject request under the provisions of the European Union General Data Protection Regulation (GDPR).

Submitter Details

Title:	
Name:	
Address:	

Type of Request

Please select the type of request you are making:

- Consent Withdrawal*
- Access request*
- Rectification of personal data*
- Erasure of personal data*
- Restriction of processing of personal data*
- Personal data portability request*
- Objection to processing of personal data*
- Request regarding automated decision making and profiling*

Personal data involved

Request details

Request reason/justification

Name:

Signature:

Date:

Once completed, this form should be submitted via e-mail to **< Insert contact e-mail of Partner >** or posted to:

< Insert Partner Name >

< Insert Partner Address >

Annex IV - Record of Data Processing Activities

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
1	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	Creation and operation of MIP	WP1	Task 1.1	MIP members	Data subject	Contact details Professional information Demographics	TEAGASC			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Collection, Recording, Organisation, Access, Use
2	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	Creation and operation of MIP	WP1	Task 1.1	MIP members	Data subject	Contact details Professional information Demographics	FBCD	NATM	Combination	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Collection, Recording, Organisation, Access, Use
3	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	Creation and operation of MIP	WP1	Task 1.1	MIP members	Data subject	Contact details Professional information Demographics	UNI	MOCH	Combination	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Collection, Recording, Organisation, Access, Use
4	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	Creation and operation of MIP	WP1	Task 1.1	MIP members	Data subject	Contact details Professional information Demographics	FRESHIS			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Collection, Recording, Organisation, Access, Use
5	Set-up and operation of Multi-actor Innovation Platforms (MIPs)	Creation and operation of MIP	WP1	Task 1.1	MIP members	Data subject	Contact details Professional information Demographics	Q-PLAN	CHALK	Combination	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Collection, Recording, Organisation, Access, Use
6	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	TEAGASC	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
7	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	FBCD	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
8	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	NATM	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
9	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	UNI	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
10	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	MOCH	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
11	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	FRESHIS	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
12	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	Q-PLAN	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
13	Analysis of food marketing standards applied at EU, international and national level	Interviews	WP1	Task 1.2	Interviewees	Data subject	Contact details Professional information and opinions	CHALK	UNIVIE	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
14	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	TEAGASC	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
15	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	FBCD	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
16	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	NATM	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
17	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	UNI	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
18	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	MOCH	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
19	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	FRESHIS	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
20	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	Q-PLAN	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
21	Analysis of private food marketing standards and reasons for their establishment	Interviews	WP1	Task 1.3	Interviewees	Data subject	Contact details Professional information and opinions	CHALK	WR	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
22	Analysis of food marketing standards (public and private) and reasons for their establishment	Survey	WP1	Tasks 1.2 & 1.3	Interviewees	Data subject	Demographics Professional information Opinions	WR	UNIVIE	Access	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
23	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	TEAGASC			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
24	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	FBCD	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
25	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	NATM	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
26	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	UNI	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
27	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	MOCH	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
28	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	FRESHIS	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
29	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	Q-PLAN	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
30	Estimation of amounts of food waste along the supply chain due to marketing standards and assessment of impact	Interviews	WP1	Task 1.4	Interviewees	Data subject	Contact details Professional information and opinions	CHALK	TEAGASC	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
31	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	TEAGASC	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
32	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	FBCD	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
33	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	NATM	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
34	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	UNI	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
35	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	MOCH	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
36	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	FRESHIS	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
37	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	Q-PLAN	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
38	Collection and analysis of relevant promising interventions and good practices	Interviews	WP2	Task 2.1	Interviewees	Data subject	Contact details Professional information and opinions	CHALK	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
39	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	TEAGASC	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
40	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	FBCD	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
41	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	NATM	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
42	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	UNI	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
43	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	MOCH	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
44	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	FRESHIS	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
45	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	Q-PLAN	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
46	Collection and analysis of relevant promising interventions and good practices	Focus group	WP2	Task 2.1	Focus group participants	Data subject	Contact details Professional information and opinions	CHALK	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
47	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	TEAGASC	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
48	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	FBCD	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
49	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	NATM	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
50	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	UNI	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
51	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	MOCH	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
52	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	FRESHIS	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
53	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	Q-PLAN	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
54	Identification of alternative marketing models for the valorisation of food wasted due to marketing standards	Focus group	WP2	Task 2.2	Focus group participants	Data subject	Contact details Professional information and opinions	CHALK	AUA	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
55	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	TEAGASC	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
56	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FBCD	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
57	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	NATM	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
58	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	UNI	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
59	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	MOCH	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
60	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FRESHIS	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
61	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	Q-PLAN	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
62	Co-definition and selection of food waste reduction solutions with business potential to be pilot tested	Event organisation	WP3	Task 3.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	CHALK	AUA	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
63	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	TEAGASC	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
64	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	FBCD	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
65	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	NATM	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
66	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	UNI	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
67	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	MOCH	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
68	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	FRESHIS	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
69	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	Q-PLAN	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)
70	Deployment and monitoring of pilot experiments and validation of tested solutions in use cases	Use case pilot	WP4	Task 4.1	Participants in use case pilot	Data subject	Contact details Professional information and opinions Operational data	CHALK	CBS	Use	No	Art. 6(1)(a) - consent	No	Project Officer (anonymised and processed)	Co-creation workshop, combined with focus group of tasks 2.1 and 2.2 (WP2)

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
71	Development and operation of a digital toolkit to share assessment data, showcase good practices and facilitate networking	Use of ROSETTA Open Innovation Platform	WP1, WP2, WP4, WP6, WP7	Tasks 1.2, 2.4, 4.3, 6.2, 7.2	ROSETTA Open Innovation Platform users	Data subject	Contact details Professional information and opinions	DRAXIS			No	Art. 6(1)(a) - consent	No		
72	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	ECF			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	International roundtable
73	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	TEAGASC	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
74	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FBCD	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
75	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	NATM	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
76	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	UNI	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
77	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	MOCH	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
78	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FRESHIS	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
79	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	Q-PLAN	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
80	Synthesis of lessons learned into recommendations for policy makers and regulators	Event organisation	WP5	Task 5.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	CHALK	ECF	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
81	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	PEDAL			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	International roundtable

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
82	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	TEAGASC	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
83	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FBCD	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
84	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	NATM	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
85	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	UNI	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
86	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	MOCH	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
87	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FRESHIS	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
88	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	Q-PLAN	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
89	Elaboration of recommendations and replication guidelines for food businesses and marketing standards owners	Event organisation	WP5	Task 5.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	CHALK	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Regional roundtable
90	International mutual learning event for good practice sharing and knowledge transfer	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	PEDAL			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
91	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	TEAGASC	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
92	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FBCD	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
93	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	NATM	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
94	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	UNI	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
95	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	MOCH	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
96	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	FRESHIS	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
97	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	Q-PLAN	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
98	Regional mutual learning event and demonstration mission	Event organisation	WP5	Task 5.4	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	CHALK	PEDAL	Use	No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	
99	Bi-annual newsletters	Dissemination of newsletter	WP6 & WP7	Tasks 6.1 & 7.1	Newsletter subscribers	Data subject	Contact details, Demographics	WR			No	Art. 6(1)(a) - consent	No		
101	Creation and operation of Community of Practice	Event organisation	WP6 & WP7	Tasks 6.2 & 7.2	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	WR			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	Annual meetings of Community of Practice
102	Organisation of final dissemination event	Event organisation	WP7	Task 7.1	Event participants	Data subject	Contact details; Demographics; Professional information and opinions Video and photos	AUA			No	Art. 6(1)(a) - consent	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
103	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	Q-PLAN	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
104	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	TEAGASC	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
105	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	CBS	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
106	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	AUA	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
107	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	WR	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
108	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	PEDAL	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
109	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	TUC	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
110	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	UNIVIE	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
111	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	DRAXIS	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
112	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	ECF	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
113	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	FBCD	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
114	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	UNI	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
115	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	CHALK	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
116	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	MOCH	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
117	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	FRESHIS	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
118	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	SAFE	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
119	Monitoring of dissemination and communication activities	Dissemination and communication	WP6 & WP7	Tasks 6.1 & 7.1	Project partners	Data subject	Activity details Videos and photos	NATM	WR	Use	No	Art. 6(1)(b) - contract	No	EU (anonymised and processed)	
120	Set up and operation of the Advisory Board (AB)	Creation and operation of AB	WP8 & WP9	Task 8.2 & 9.2	AB members	Data subject	Contact details; Demographics; Professional information Videos and photos	Q-PLAN	WR	Use	No	Art. 6(1)(a) - consent	No	Project Officer	Openly accessible on project website (except contact details)
121	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	Q-PLAN			No	Art. 6(1)(b) - contract	No	Project Officer	
122	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	TEAGASC	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
123	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	CBS	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
124	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	AUA	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	

No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
125	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	WR	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
126	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	PEDAL	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
127	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	TUC	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
128	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	UNIVIE	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
129	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	DRAXIS	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
130	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	ECF	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
131	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	FBCD	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
132	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	UNI	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	

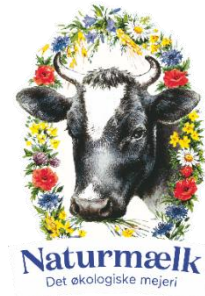
No	Project Activity	Data processing activity	Linked WP(s)	Linked Tasks	Data subjects	Data source	Data categories	Responsible partner	Involved partner	Type of involvement	Special category (Art. 9 GDPR)	Lawfulness of processing	Transfer to third countries (non EU-EEA)	Recipients	Comments
133	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	CHALK	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
134	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	MOCH	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
135	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	FRESHIS	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
136	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	SAFE	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	
137	Project management, meetings and reporting	Project management	WP8 & WP9	Tasks 8.1 & 9.1 Tasks 8.3 & 9.3 Tasks 8.4 & 9.4	Project partners	Data subject	Contact details Professional information Videos and photos	NATM	Q-PLAN	Use	No	Art. 6(1)(b) - contract	No	Project Officer	

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