

Open Access Policy of Scientific Publications in the Biblioteca Digital do IPB - repository

Introduction

The Digital Library of the IPB was established in 2006 and aims to promote and allow free access to scientific literature produced by the academic community, promoting integration, visibility and sharing of scientific information and ensuring the preservation of intellectual memory of the Polytechnic Institute of Bragança (IPB).

On November 8, 2009 the IPB signed the Berlin Declaration formally adhering to Open Access.

On April 30, 2010 the first self-policy file of the repository was unanimously approved by the Permanent Council of the IPB.

On January 10, 2011 the Regulation No. 14/2011¹ was published – Regulation of the Performance Evaluation Teaching System Staff of IPB.

On May 5, 2014 the Foundation for Science and Technology (FCT)² has adopted an Open Access Policy which establishes the obligation of providing Publications resulting from the R&D projects that it finances in Open Access.

The European Commission through the Recommendations on Open Access to scientific information (C(2012) 4890 final)³ and the Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020⁴, states that all beneficiaries must ensure open access (free online access for everyone) to all peer reviewed publications through its deposit in a repository.

Considering the experience of the IPB, the policies of the European Commission, the Open Access Policy of the FCT (Foundation for Science and Technology) and the

¹ <http://apps2.ipb.pt/webdocs/portal/download?docId=1040>

² https://www.fct.pt/documentos/PoliticaAcessoAberto_Publicacoes.pdf

³ https://ec.europa.eu/research/science-society/document_library/pdf_06/recommendation-access-and-preservation-scientific-information_en.pdf

⁴ https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-pilot-guide_en.pdf

Guidelines for Open Access Policy⁵ for institutions that perform scientific research of the PASTEUR4OA project, the IPB updated the Open Access policy for scientific publications in the academic community.

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Repository

Article 1 Scope and Objectives

1. The Open Access Policy of the IPB, promotes and provides open access to scientific literature produced by the academic community, promoting integration, visibility and sharing of scientific information granting the preservation of intellectual memory of the IPB.
2. The dissemination of research results in an efficient and wide way represents a significant part of the role of the IPB as an organization that conducts applied research reference.
3. The policy seeks to align with the Open Access policies of the FCT and the European Commission and the requirements of Horizon 2020 and others that may appear.
4. Depositing in the Digital Library of IPB guarantees the trusteeship, long-term preservation and a greater disclosure and access to scientific production to perform internal and external evaluation.

Article 2

Principle of Non Exclusivity Deposit

1. The deposit of documents in the Digital Library of IPB is performed on a nonexclusive basis, keeping copyrights intact.

Article 3

Publications Deposit Policy

1. The IPB adopts a mandatory policy in the deposit of all publications produced by teachers, researchers and collaborators in the Digital Library of IPB.
2. The deposit of publications in the Digital Library of IPB should be made through self-archiving.
3. The Digital Library of IPB is the official record of scientific production of IPB.

Article 4
Scientific publications deposit

1. The IPB requires its authors the mandatory deposit of an electronic copy of the full text of scientific publications in the Digital Library of IPB (the final version of the author or the editors version is allowed).
2. The deposit of scientific publications should take place as soon as possible, preferably at the time of acceptance for publication or immediately after formal publication.
3. The Master's thesis produced in IPB shall be deposited in accordance with paragraph 3 of Article 50 of Decree-Law 74/2006, March 24, in the wording of Decree-Law No. 115/2013, August 7, complemented by the Ordinance No. 285/2015 and according to the Regulatory Rules of the IPB⁶ Masters.
4. The full content of the documents (articles in journals, presentations at conferences, books and book chapters) deposited in the Digital Library of IPB should be available in open access as soon as possible, preferably when depositing.
 - a. Blackout periods to Open Access are allowed. São autorizados períodos de embargo ao Acesso Aberto. In case of funded publications, the maximum duration of such periods should be the defined by the financing agents (FCT, European Commission, or other) which is currently 12 months for publications in the areas of Social Sciences, Humanities and Arts and 6 months for publications of other scientific areas.
 - b. At the end of the blackout period full content will be available in Open Access.
5. The metadata describing the publications (title, author, citation, abstract and keywords) will always be in free access.

⁶ <http://www.ipb.pt/go/h531>

6. Scientific or technical production of confidential or patentable nature must be deposited in restricted access, in order to ensure the safety of the conditions inherent in their nature.
7. Only the deposit of scientific publications which content is already published in print and / or online is permitted.
8. Only the deposit of scientific publications that contain the affiliation is allowed, according to the description rules of the IPB affiliation (Service Note no. 2/IPB/2011)⁷.

Article 5 **Support and Monitoring of Open Access Policy**

In order to promote and monitor the compliance of this policy, the IPB through the Digital Library:

1. Eases the adoption of Open Access through events, awareness-raising and training on the issues of Open Access.
2. Monitors the compliance of this policy by comparing the contents of the repository with the information collected in indexing services (WoS, Scopus) and/or through the use of data (activity reports).
3. Offers permanent links and interoperability with other databases.

Article 6 **Recommendations**

1. As the Berlin Declaration, signed on 08/09/2009 by IPB, recommends the publication of scientific articles in periodicals that are in free access.

⁷ <http://www.ipb.pt/go/g551>

2. The IPB also encourages all its members to keep the copyright of their works, or if not possible, to ensure the right to make available a copy in the Digital Library of IPB.

Article 7 Revocation

From the date of signature of this policy, the self-archiving policy is revoked in the Digital Library of IPB.

Article 8 Final dispositions

The arrangements contained in this document come into force the day after the approval.

Bragança, June 20, 2016.

The President of the Instituto Politécnico de Bragança
João Alberto Sobrinho Teixeira