

**Research Infrastructure tracking Pilot**  
**STATEMENT OF WORK NUMBER**

1. **Terms and Conditions.** This Statement of Work (“SOW”) is governed by and by this reference incorporates the Professional Services Terms and conditions set forth in Schedule 5 of the Open Science Platform and Services Agreement (the “Agreement”) between **SURFmarket B.V.** and **Elsevier B.V.** (“Elsevier”) dated 15 May 2020 (the “Terms”). Capitalized terms used herein that are not otherwise defined will have the meanings ascribed to them in the Terms. This SOW concerns access to and testing data to identify and track Research Infrastructures and is entered into between **[Institution]** (“Institution”) and **Elsevier B.V.** (“Elsevier”).
2. Institutions and Elsevier agree to abide to the Collaboration Principles laid down in Section 1.2 of the Terms.
3. **Commencement and Duration of this SOW.** This SOW shall come into force on the date on which it has been signed by both parties and shall continue in force until 30 June 2022, unless extended in writing by the parties or unless terminated earlier by the Institution by giving a sixty (60) days' notice in writing.
4. **Acceptance Steering Committee.** This SOW can only enter into force after approval of the Steering Committee. The Service may only proceed after approval of the Steering Committee (as per the ‘Governance Structure’ in Schedule 5.1 of this Agreement).
5. **Services.** Elsevier and participating Institutions shall perform a Pilot Service and provides a Deliverable(s) in accordance with the following agreed specifications, acceptance criteria, time schedule and other relevant terms as may be set out herein.

5.1 ***Description of the Pilot Service***

Research Infrastructures (RI) are an essential component of research, critical both for innovation and economic development. Tracking RI contributes to improving reproducibility of research, an essential part of Open Science. Researchers need to know what equipment was used for a given experiment, and how to access it or what alternative equipment to use to reproduce an experiment. This can be made possible when research outputs are automatically linked to the equipment used to produce that research. This data, powered by a rich Research Infrastructure ontology would support Open Science and particularly reproducibility, allowing researchers to identify substitute/alternative equipment to replicate experiments, of find a potential collaborator that owns a certain instrument. There is currently no solution available that allows stakeholders to address this issue. This pilot project therefore makes the first step. The envisioned solution will be based on a full-text mining approach (at a later stage informed by an open ontology of research infrastructures), enhanced by linking with other internal and external data sources. The aim of this pilot is therefore to connect research infrastructures and research outputs.

Elsevier and interested Dutch institutions are engaging in this pilot project to validate the feasibility of the full-text mining approach, as well as further confirming the value of the solution. See the framework document for more details.

5.2 ***Description of the Deliverable(s)***

Elsevier shall provide the following specific Deliverable(s) under this SOW:

Name	Description
Report	We will provide the participating institution with a standard

	report listing what scholarly outputs reported use of RI. The report will provide insights on scientific production, academic impact, collaborations and, if data are available, technology transfer and economic impact.
Publication set	For SciVal users, we can prepare a publication set of all the scholarly outputs derived from the institution's RI
File for the institution's CRIS	We will prepare a file ingestible in the participating institution's CRIS with all RI-scholarly output links
Feedback report	A feedback report on the Pilot Service will be made public and shared with the Steering Group and Institutions. This feedback report shows how the Service has improved based on the feedback received from the participating institutions The feedback report contains, in digest format, what feedback is sent by the Institutions to Elsevier, and the responses, decisions and actions taken by Elsevier based on that feedback to improve the Service.
Evaluation document	This document will assess to what extent the pilot achieved the initial goals set in the framework document. This document will be made publicly available.

### 5.3 *Specifications*

The Service and Deliverable(s) under this SOW shall comply with the following specifications:

Name	Description
Report	Powerpoint
Publication set	.txt file or directly in SciVal
File for the institution's CRIS	XML, or another format suitable for data import
Raw data	.xlsx or .csv

### 5.4 *Acceptance Criteria*

The Acceptance Criteria are that the pilot Service and the Deliverable(s) must comply with all the specifications and all the requirements of this SOW, the Terms and other parts of the Agreement.

We will implement an iterative approach to improve the accuracy and completeness of the matching algorithm. Performance will be measured with standard metrics such as precision, recall and F1 score. The evaluation will be done against the training data provided by the partners and Elsevier.

### 5.5 *Time Schedule*

The Services and the Deliverables shall be provided according to the following time schedule, or as may be adjusted by agreement in writing between the parties:

Date or Time Period	Description of Stage or Milestone
Within 1 month since the start of the SoW	Access to the necessary tools to provide feedback
Within 4 months since the start of the SoW	Final report listing all scholarly output derived from each of the RI provided to Elsevier at the beginning of the pilot

Within 4 months since the start of the SoW	Publication set of all the scholarly outputs derived from the institution's RI
Within 4 months since the start of the SoW	File containing all RI-scholarly output links
Within one month of the completion of the pilot.	A Feedback report as identified in Section 5.2
Within 3 months after the completion of the pilot	The evaluation document as identified in Section 5.2

#### 5.6 **Location**

The data enrichment Services automatically run via an enrichment pipeline which is hosted on the AWS cloud. The ingestion of the data takes place in the locally hosted or cloud hosted instances of the CRIS system.

#### 5.7 **Named Personnel**

Elsevier and participating Institutions shall use its best endeavors to ensure that the appropriate individuals shall perform the Services and Institutions' responsibilities, respectively, but each of Elsevier and these Institutions may substitute other personnel for such individuals provided that it has notified and agreed this in advance in writing with the other party.

The names of the individuals performing the service shall be shared among the partners one months before the pilot will commence.

#### 5.8 **Other Details**

[\[Insert any other details if applicable\]](#)

### 6. **Acceptance for Deliverables.**

6.1 For any Deliverables, such Deliverables provided shall be checked by participating Institutions and Elsevier for compliance with the agreed specifications. Elsevier and participating Institutions shall use reasonable efforts to modify the rejected Deliverable so that it meets the applicable specifications and deliver the modified Deliverable for checking.

6.2 If the parties fail to modify a Deliverable that has been rejected so that it meets the specifications within the period specified in the applicable rejection notice, the parties may, at its option:

6.2.1 terminate:

- (a) the applicable Deliverable;
- (b) the applicable SOW;

6.2.2 perform additional corrections to the Deliverable or component thereof within a specified extended period; or

6.2.3 accept the Deliverable despite its deficiencies.

7. **Reporting.** At the end of the pilot, the parties will provide a full and accurate report to the Steering Group summarizing all services activities performed that occurred during such month. Reporting will cease after deliverables have been accepted.

8. **Review Meetings.** If requested by the Steering Group, appropriate Personnel will participate in monthly status review meetings, which may be conducted by telephone or at such times and locations as may be reasonably specified. The meetings will be for the purpose of reviewing the performance

and progress hereunder and discussing and resolving any problems between the Parties. Both Parties can initiate a review meeting at any time they feel one is needed and an alternate meeting schedule / frequency can be agreed upon during the term of the Agreement if circumstances or need changes. Review meetings will cease after deliverables have been accepted

9. **On-Site Terms.** When Elsevier provides any Services while based on any location, the following terms shall apply:
  - 9.1 **On-Site Personnel.** While Personnel are based on Institution's locations in connection with the performance of any of the Services, Personnel shall comply with all of Institution's rules, regulations and policies, concerning such matters as working hours (which will be established by Institutions contact), holidays, and Institution's customary security measures. Prior to commencing the performance of any assignment, Personnel may be issued with an identification card which Personnel shall return to their Institution's contact on the last day of the performance of the Services. Institution shall supply Personnel with suitable workstations like those provided by Institution to its employees of a similar position, and Institution will furnish Personnel with the supplies and equipment they need to perform their assigned tasks. Within 2 weeks after the start of Personnel, Elsevier shall inform Institution in writing how much vacation time each Personnel member is entitled to take during the agreed period of the Services and when such vacation will be taken. Institution shall not be charged for vacation time taken by Personnel.
10. **Governing law.** This SOW is governed by the laws of the Netherlands.

**Agreed for and on behalf of participating Institutions**

**By:** SIGNATURE\_0001

**Date:**

**Name:**

**Title:**

**Agreed for and on behalf of Elsevier**

**By:** SIGNATURE\_0002

**Date:**

**Name:**

**Title:**