

## De Montfort University Open Research Archive (DORA)

### Take-down Policy

The De Montfort University Open Research Archive (DORA) is an open access repository.

The University has endeavoured to ensure that no material deposited in DORA infringes any third party property rights or otherwise infringes UK law. However, should you discover any content in DORA that you believe infringes your rights, please notify the DORA Repository Manager [dora@dmu.ac.uk], specifying the particular item(s) that is the subject of your complaint and the particular grounds for your complaint. These grounds may include:

- Proven copyright violation or plagiarism
- Legal requirements
- National Security
- Falsified research

On receipt of a complaint the DORA Repository Manager will:

- Make an initial judgment of the validity of the complaint
- Withdraw the item in question from public view
- Return an acknowledgement in writing that the complaint has been received.
- The complaint will then be reviewed by the DORA Repository Manager together with the DORA managing bodies and if necessary the University's Copyright Officer.
- If the grounds of the complaint are considered plausible, the material will be permanently withdrawn from DORA. Once a work has been deposited in DORA and subsequently removed, metadata to the deposited content will always remain to avoid loss of historical record together with a note explaining the reasons for withdrawal.

If you wish to issue a complaint regarding items available in DORA, please include the following information in your notice and send it to [dora@dmu.ac.uk](mailto:dora@dmu.ac.uk) :

- Your contact details
- Bibliographic details for the item, including a URL
- An outline of the nature of the complaint