

# Hirsia

## LSH e-Repository policy statements

### 1. Content Policy, for types of document & data set held

1. This is an institutional subject-based repository.
2. Subject Specialities: Health and Medicine
3. LSH e-Repository consists of:
  - o Research papers (post-prints)
  - o Books, chapters and sections (post-prints)
4. Papers should be final peer-reviewed manuscripts (post-prints) \* A **postprint** is a preprint after it has been peer-reviewed, revised and accepted for publications.

### 2. Data Policy, for full-text and other full data items

1. Anyone may access full items free of charge.
2. Copies of full items generally can be:
  - o displayed
  - o used for personal research or study, educational, or not-for-profit purposes without prior permission or charge.

provided:

- o the authors, title and full bibliographic details are given
  - o the content is not changed in any way
3. Full items must not be harvested by robots except transiently for full-text indexing or citation analysis
  4. Full items must not be sold commercially in any format or medium without formal permission of the copyright holders.
  5. This repository is **not** the publisher; it is merely the online archive.
  6. Mention of LSH e-Repository is appreciated but not mandatory.

### 3. Metadata Policy, for information describing items in the repository

1. Anyone may access the metadata free of charge.
2. The metadata may be re-used in any medium without prior permission for not-for-profit purposes provided the OAI Identifier or a link to the original metadata record are given.
3. The metadata must not be re-used in any medium for commercial purposes without formal permission.

#### **4. Submission Policy, concerning depositors, quality & copyright**

1. Items may only be deposited by employees of Landspítali and teachers at the Nursing and Medical faculties of the University of Iceland.
2. Authors may only submit their own work for archiving.
3. The administrator only vets items for the eligibility of authors/depositors, relevance to the scope of LSH e-Repository, and valid layout & format
4. The validity and authenticity of the content of submissions is the sole responsibility of the depositor.
5. Items may not be deposited until any publishers' or founders' embargo period has expired.
6. Any copyright violations are entirely the responsibility of the authors/depositors.
7. If LSH e-Repository receives proof of copyright violation, the relevant item will be removed immediately.

#### **5. Preservation Policy**

1. No retention period defined.
2. LSH e-Repository will try to ensure continued readability and accessibility.
3. LSH e-Repository regularly backs up its files according to current best practice.
4. Items may be removed at the request of the author/copyright holder.
5. Acceptable reasons for withdrawal include:
  - o Journal publishers' rules
  - o Proven copyright violation or plagiarism
  - o Legal requirements and proven violations
  - o National Security
  - o Falsified research
6. Withdrawn items are deleted entirely from the database.
7. Withdrawn items' identifiers/URLs are not retained.
8. If necessary, an updated version may be deposited.
9. In the event of LSH e-Repository being closed down, the database will be transferred to another appropriate archive.