

## Policy

### **Open Access – Aims and Standards**

The term 'Open Access' stands for the free and unrestricted access to research results. An Open Access to scientific publications facilitates the flow of information between researchers and makes possible the transfer of knowledge worldwide. This logically increases access to relevant journal articles and thus enables widespread citation of research results resulting in a greater impact. Open Access can be accomplished either by archiving a definitive version of the research output in a research repository (Green OA) or by publishing in open-access journals which are available online free of charge (Gold OA). The European Union and European national governments support Open Access as a crucial means of improving the accessibility of research results. Consequently, public funders such as the European Commission and the German Research Foundation (DFG) require Open Access publications.

### **Implementation of OA at the Hertie School**

The Hertie School encourages its members to use OA publication forms of publishing whenever possible and therefore actively promotes Green OA channels such as the Hertie School Research Repository (HSRR). In order to achieve the widest possible circulation and reusing of their research output, all researchers of the Hertie School are requested to reserve the rights to the self-archiving of their works and additionally then publish their documents on the Hertie School Research Repository (HSRR), whenever legal and contractual conditions permit.

Therefore, the Hertie School will adopt the following policy:

1. All Hertie School researchers are required to provide publication details of their research results for the Hertie School Research Depository (HSRR) no later than the date of the original publication.
2. All Hertie School researchers are required to submit the full text (PDF) of the final, peer-reviewed, authorial version of the journal articles to the Hertie School Library no later than three months after acceptance for publication. Authors should ensure that all publications include acknowledgement of the source of funding for the research on which the respective publications are based.
3. In those cases where no confidentiality or commercial constraints exist these articles are to be made openly accessible on the HSRR after the expiration of the legal and contractual holdback period in accordance with copyright law and the copyright policies of the publishers concerned.
4. All Hertie School Members are encouraged to deposit the full texts of all other publications in the HSRR, this also applies to monographs, work papers and book chapters.
5. The Hertie School encourages all university members to transfer only simple, non-exclusive right of use when concluding contracts with publishers. If this is not possible, the Hertie School recommends reserving the right of parallel publication on the HSRR. Authors are also encouraged to make publications available under terms which permit text-mining i.e. the use of automated tools to perform in-text search and download.
6. Authors must comply with the Open Access publication requirements of the agencies funding their research unless this prevents them from publishing to the highest quality or in the most appropriate publication.

### **Scope**

7. This policy applies to all Hertie School members.

## Responsibilities

8. Authors are responsible for providing the required information on their publications and the appropriate full-text version to HSRR. They are also responsible for the compliance with the research funders' publication requirements.

## Support

9. The Hertie School Library and Information Services provides relevant advice and assistance to authors enabling them to comply with the policy.

Information and advice is available at:

<https://www.hertie-school.org/en/library/>

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### 1. Researcher:

article was peer reviewed and accepted by a publisher →  
submission of:

1. bibliographic data
2. accepted (= final) version of the article (PDF)
3. information about possible third-party funding (at least 50%)

### 2. Library and Faculty Assistants

- data administration
- legal check
- immediate upload and activation of the bibliographic data
- upload of the article and publishing after embargo deadline