At the end of a project, research data (or other research outcomes) must be **archived** for long-time preservation. You can read more in the [definition of ‘archive’ provided by Research Data Alliance](https://www.rda.is/). For optimal reuse of data, however, some additional services are needed. Researchers are therefore advised to deposit (a selection of) their data in a data repository.

**Data repositories** provide services such as issuing a persistent identifier, storing the metadata associated with the research data, maintaining and curating the data, and a search engine. Therefore, a repository can also be used to search for reusable data collections, and – provided certain conditions – get access to the data. You can read more in the [definition for ‘repository’ of Research Data Alliance](https://www.rda.is/).

Trustworthy repositories are certified according to the [Core Trust Seal](https://www.coresee.org/). An extensive overview of repositories is provided on [re3data.org](https://www.re3data.org).

**Catalogues (including metadata catalogues)** and [web portals](https://www.re3data.org/) provide overviews of databases in combination with descriptive information (data on data, or **metadata**). They help at searching and reusing databases and collections. The data themselves, however, are not included there. These are stored in a **data archive** or **repository**. You can read more in the [definition for ‘catalogue’ of Research Data Alliance](https://www.rda.is/). An example of an international catalogue of databases can be found on [FAIRsharing.org](http://fairsharing.org). For databases from health research in the Netherlands one can look into [zorggegevens.nl](http://zorggegevens.nl).

**How to choose a repository and / or catalogue**

You are advised to choose a data repository and catalogue that are widely used in your field of research. Do this at an early stage of your project. This will allow you to **consider its requirements** when setting up your data collection, including a suitable **file format** and any **metadata** required.

For storing your data, you ideally choose a certified repository from the [list of Core Trust Seal](https://www.coresee.org/). Examples of Dutch data repositories are [DANS](http://www.dans.knaw.nl), [SURF](http://www.surf.nl) and [4TU.Centre for research data](http://www.4tu.nl). They also provide interesting background information about data storage.

Storing or archiving your data in your *institutes archive or repository* is often less favourable, because local facilities do not always provide the necessary functions to make you data reusable. If you decide to use your institute’s facilities anyway, **check whether you can still comply with ZonMw’s key items**.

If you are used to depositing data in **international repositories**, you may continue to do so, particularly if this is a requirement stipulated by co-financers or scientific journals. In this case, you do not need to store your data in a Dutch repository as well. An example of an international repository is [EMBL-EBI](http://www.ebi.ac.uk/).
Finally, you can find a number of useful examples in the guidance Overview of platforms, catalogues and repositories on ZonMw’s webpage FAIR data & data management (subject Background information).

Please consider the following when it comes to data storage:

- The properly organised storage and backup of data is necessary to prevent data from becoming lost due to technical problems or human error.

- Ideally, you choose a certified repository from the list of Core Trust Seal.

- If you do not use a certified repository, seek advice from your IT department about local facilities at your institute, SURF, or any external service provider your organisation uses.

- Storage on laptops, hard disks or external media is generally risky, and is not allowed for datasets from ZonMw funded research projects.

- When using external services you must ensure that there is no conflict with the policy of the body/ies funding the research (e.g. accessibility of data) or with the policy of your department or institute (e.g. security of sensitive data).