

DOI policy at the University of Cambridge research repository “Apollo”

Policy version:	1
Date of last policy review:	N/A
Name of reviewer:	
Original policy creation date:	01/12/2016
Name of creator:	Marta Teperek and Danny Kingsley
Date for next review:	01/12/2017
Frequency of reviews:	At least annually
Review is the responsibility of:	Head of Scholarly Communication
Location of policy:	http://osc.cam.ac.uk/repository/doi-policy
Related policies:	Repository terms of use: http://osc.cam.ac.uk/repository/repository-terms-use

Background

[Digital Object Identifiers](#) (DOIs) are persistent links to digital objects. The University of Cambridge holds a licence to assign DOIs to selected scholarly research outputs (‘Research Outputs’) deposited into the University of Cambridge research repository “Apollo” (‘Repository’). All DOIs assigned by the University of Cambridge need to be registered, and be compliant with the requirements of the [DataCite organisation](#).

What types of Research Outputs can get a DOI?

The University of Cambridge will assign DOIs with the Cambridge prefix (CAM) to Research Outputs or to metadata-only records submitted to the Repository. For Research Outputs which already have DOIs, we will still assign a Cambridge DOI to the record, but it will not be publicly displayed; in this circumstance, only the item’s original DOI will be visible in the repository.

Modifications to Research Outputs

A DOI will be assigned for every Research Output accepted for publication in the Repository. Modifications to Research Outputs once a DOI has been assigned are normally not accepted and any modifications to the Research Output will result in a new version of record with a new DOI.

The only exception when modifications to Research Outputs are permitted is when datasets supporting publications or research theses are modified before the publication or thesis is finalised. For datasets supporting publications or research theses, modifications to the data record will only be accepted until the final version of the publication is published or before the final version of the thesis is accepted.

Take down policy

Content held in the Repository is intended for long-term preservation. However, in some case items may be withdrawn. Reasons for withdrawal might include:

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

Withdrawn items will retain the DOI, and the withdrawal notice will be indicated on the landing page of the Research record in the Repository, but the Research Output itself will not be accessible. More information related to the [takedown policy](#) is available from the related policies link.