



DIMAMO POPULATION HEALTH RESEARCH CENTRE

Data Acknowledgement and Publication Policy

Version: 04

Date Issued: 20 -01- 2022

Date Reviewed: 06 -02- 2025

1. PURPOSE

This policy establishes standardized procedures for:

- Acknowledging the use of DIMAMO HDSS datasets in publications, theses, and dissertations
- Governing data access and usage
- Ensuring institutional visibility and recognition
- Promoting ethical, responsible, and transparent research practices
- Tracking research outputs derived from DIMAMO datasets

2. SCOPE

This policy applies to:

- Internal DIMAMO researchers
- University of Limpopo staff and students
- External collaborators
- Visiting researchers
- Any individual or institution granted access to DIMAMO HDSS data

3. STANDARD DATA ACKNOWLEDGEMENT REQUIREMENT

All research outputs using DIMAMO data must include a formal acknowledgement statement.

3.1 Journal Articles

The following wording must be used (unless journal restrictions require modification):

This study used data from the DIMAMO Health and Demographic Surveillance System (DIMAMO HDSS), hosted by the University of Limpopo. We acknowledge the study participants, fieldworkers, and data management team for their contribution to maintaining the surveillance system. The interpretations and conclusions expressed are those of the authors and do not necessarily reflect the views of DIMAMO PHRC or its funders.

3.2 Master's and PhD Theses / Dissertations

The following statement must be included:

This thesis/dissertation is based on data obtained from the DIMAMO Health and Demographic Surveillance System (DIMAMO HDSS), hosted by the University of

Limpopo. I acknowledge DIMAMO PHRC for granting permission to use the dataset and for providing technical support. I further acknowledge the communities and participants whose continued cooperation makes the surveillance system possible.

3.3 Conference Papers and Presentations

At minimum, slides or posters must include:

Data Source: DIMAMO Health and Demographic Surveillance System (University of Limpopo)

4. DATA CITATION REQUIREMENT

Where datasets have version numbers or DOIs, the dataset must be cited in the reference list as follows:

DIMAMO PHRC. (Year). DIMAMO Health and Demographic Surveillance System Dataset, Version X.X. University of Limpopo.

5. CO-AUTHORSHIP GUIDELINES

Authorship will follow international standards (e.g., ICMJE criteria).

Where substantial intellectual contribution is made by DIMAMO staff in:

- Study design
- Data preparation and preprocessing
- Data interpretation
- Statistical analysis
- Manuscript drafting

Appropriate co-authorship must be granted.

Failure to appropriately recognize intellectual contribution may result in withdrawal of future data access privileges.

6. MANUSCRIPT REVIEW REQUIREMENT

Prior to submission:

- All manuscripts must be submitted to DIMAMO PHRC for institutional review.
- Review period: 10–15 working days.
- The review ensures:
 - Correct dataset description

- Proper acknowledgement
- Compliance with ethical approvals
- No breach of confidentiality
- Accurate institutional affiliation

DIMAMO does not interfere with academic independence but reserves the right to ensure compliance with policy.

7. ETHICS AND CONFIDENTIALITY

All users must:

- Obtain ethics approval where required
- Protect participant confidentiality
- Avoid re-identification attempts
- Comply with data protection regulations

Breach of confidentiality will result in:

- Immediate revocation of data access
- Institutional disciplinary action
- Possible legal consequences

8. DATA USE AGREEMENT (DUA) TEMPLATE

DIMAMO DATA USE AGREEMENT

This Agreement is entered into between:

DIMAMO Population Health Research Centre _____ (Data Provider)

and

_____ (Data User)

8.1 Purpose of Data Use

Data will be used solely for (Data user to specify the purpose of data use):

8.2 Restrictions

The Data User agrees to:

- Use data only for approved purposes
- Not share data with unauthorized individuals
- Not attempt re-identification
- Not redistribute datasets

8.3 Publication Obligations

The Data User agrees to:

- Use the prescribed acknowledgment wording
- Submit manuscripts to DIMAMO for review prior to submission
- Provide a copy of the final published work

8.4 Data Security

The Data User will:

- Store data on password-protected systems
- Ensure encrypted storage where applicable
- Restrict access to approved personnel only

8.5 Breach

Violation of this agreement may result in:

- Termination of access
- Institutional reporting
- Legal remedies where applicable

9. PUBLICATION TRACKING FRAMEWORK

DIMAMO PHRC shall maintain a Publication Registry including:

- Title of output
- Authors
- Type (Journal Article, Thesis, Conference, Policy Brief)
- Journal name

- Year
- DOI
- Funding source
- Linked dataset version
- Citation metrics (where available)

9.1 Mandatory Reporting

All researchers must submit:

- Manuscript at submission stage
- Final published PDF
- DOI and citation details

10. OUTPUT CLASSIFICATION

Publications will be categorized as:

- Internal-led (DIMAMO first author)
- Collaborative-led
- Student-led
- External-led using DIMAMO data

This allows:

- Funders reporting
- Institutional performance tracking

11. NON-COMPLIANCE

Failure to comply may result in:

- Suspension of data access
- Disqualification from future collaborations
- Institutional disciplinary processes

12. POLICY REVIEW

This policy shall be reviewed every 2–3 years or as required by funder regulations.

Data User:

Signature:

Date:

DIMAMO Rep:

Signature:

Date:

End of Policy Document