



Policy Brief

Last Revised: 3/24/2026

7.82 Research Data Protection Policy

Administering Department: Research Compliance and Regulatory Affairs (RCRA)

Scope:

Summary

The proper management and protection of Research Data are critical to Emory's research mission and help ensure that data are secure, accurate, and available for appropriate use.

Policy 7.82 requires Research Data to be managed in accordance with applicable laws, regulations, contractual obligations, and Emory policies and standards to reduce the risk of improper handling and unauthorized access.

Applicability

This policy applies to all Emory Researchers who conduct laboratory, biomedical, scientific, humanistic, and social science investigations, including faculty, staff, visiting scientists, postdoctoral fellows, students, scholars, and others who obtain, access, generate, or create Research Data.

Compliance with the Policy

Research Data includes information that is collected, observed, generated, or created to validate original research findings), including Restricted Data, in any format (electronic or paper) and throughout the research data lifecycle (access, storage, sharing, transmission, retention, and disposal).

Emory Researcher bears the individual responsibility of stewardship, quality, storing and sharing of Research Data and material.

Key compliance expectations include:

- Emory Researchers must comply with any cybersecurity and/or data-protection obligations included in data use agreements, grants, or other contracts, and must follow approved data-protection plans approved by designated oversight units such as the IRB.
- PIs must use managed/approved IT systems (where feasible) for storage and backups, and Research Data should be stored, transmitted, and shared in de-identified form. Identification logs must be stored separately from de-identified data, and paper logs must be kept in a secure, locked location when not in use
- PIs are also responsible for workstation/computer and media/system security per Emory guidelines.
- Utilizing the loaner devices for international travel to high-risk destinations and maintaining effective control of devices during travel



Noncompliance with the Policy

Failure to comply with this policy may result in corrective actions, including contract revision, suspension of research activities, loss of funding opportunities, or other institutional actions consistent with Emory policies and applicable regulations.