


Category	Data Governance and Management	Policy Number	UNI-DGM-203	
Classification	Public	Version	1.0	
Responsible Office	VP-CEO	Policy Owner	SFD Director	
Date Approved	3 June 2025	Effective Date	3 June 2025	
Date Last Reviewed	New Policy	Due Date for Next Review	3 June 2028	

POLICY Open Data

1. Purpose

This policy outlines the conditions and responsibilities for the dissemination and use of Zayed University data that is made available to the public.

2. Scope of Application

This policy applies to the data published on the Zayed University website.

3. Definitions

Data Owner	The person/unit responsible for the quality, accuracy, and reliability of their data
DGC	Data Governance Committee
Open Data	Data that is classified as Public and which can be shared with the public on the University's website
SFD	Strategy and Future Department
TDRA	Telecommunications And Digital Government Regulatory Authority
University	Zayed University
VP-CEO	Vice-President and Chief Executive Officer

4. Policy

4.1 Zayed University (“**University**”) is committed to continuous development; and the principles of transparency, cooperation, active participation, and information sharing in line with Telecommunications and Digital Government Regulatory Authority (“**TDRA**”) regulations and the University's data regulations.

4.2 The University shares appropriately classified data on its website for public access and responsible use.

- 4.3** By openly sharing data on its website, the University aims to:
- a)** Ensure the transparency and accessibility of university data to boost informed decision-making and public trust.
 - b)** Promote innovation and collaboration by enabling the use of university data for research and educational benefits.

5. Data Owner Responsibilities

- 5.1** Data Owners of each University unit are responsible for providing open datasets and for ensuring that they are published on the University's website within defined timelines.
- 5.2** The Data Owner is responsible for the accuracy and reliability of the data they produce, as well as its relevance and usefulness.
- 5.3** The Data Owner is responsible for reviewing their data bi-annually to ensure its continued accuracy, reliability, relevance, and usefulness; and for recording the details of the review in a register.

6. Publication Department Responsibilities

- 6.1** Appropriate authorization must be obtained from the Data Governance Committee ("DGC") before open data of the respective University unit can be published on the University's website.
- 6.2** The data must be published in machine-readable formats such as PDF, Excel, CSV, and XML to facilitate accessibility, interoperability, and reuse.
- 6.3** The data must be available to anyone, with no requirement of registration. Anonymous access to the data must be allowed for public data.

7. User Responsibilities

- 7.1** By accessing and using data published on the University website, users agree to comply with the terms and conditions of the University's Open Data policy.
- 7.2** Users are expected to recognize Zayed University as the source of the data. The acknowledgment is essential to uphold Zayed University's ownership, the data's authenticity, and the credibility of its origin.
- 7.3** Users are expected to maintain the accuracy and integrity of the data. If errors or discrepancies are found, they should promptly notify the University through the comments or feedback forms on the website.
- 7.4** Users are expected to refrain from using the data provided:
- a)** for political purposes.
 - b)** to support illegal or criminal activities.
 - c)** to negatively impact the UAE.
 - d)** to support any activity that is contrary to the values of UAE society.

7.5 Users are encouraged to provide feedback on published reports through the interactive features on the University’s open data webpage, to promote user- driven improvements and usability.

8. Liability

The University is not responsible for any direct or indirect damage or consequences resulting from using the Open Data on its website. Such liability rests with the user. Users access and use the data at their own risk.

9. Related Policies and Laws

- UNI-DGM-101 Data Governance
- UNI-DGM-201 Data Classification
- Open Data Specifications Guidelines for UAE Government Entities

10. Administration

This policy is administered by the SFD.

11. Revision History

Date	Revision	Ver.
23 June 2025	Chair of the Board Decision issued (PD#22 of 2025).	
3 June 2025	Approved by FAIAC.	1.0
22 May 2025	Endorsed by UPSC.	
9 December 2024	Endorsed by the Data Governance Committee.	
24 September 2024	New policy drafted.	