**United Nations
Educational, Scientific and
Cultural Organization**

OPEN ACCESS POLICY

"Equal access to science is not only a social and ethical requirement for human development, but also essential for realizing the full potential of scientific communities worldwide and for orienting scientific progress towards meeting the needs of humankind".

The World Conference on Science, 1999, held under the auspices of UNESCO and ICSU

Introduction

Advancements in education, science and culture are made possible through broad and unfettered access to research and knowledge, enabling policy-makers, researchers, practitioners and the general public to use and build upon this knowledge. As an intergovernmental organization, UNESCO has a fundamental interest in ensuring that the outputs created by the Organization, including publications, data and resources, are available to the widest possible audience.

UNESCO strongly supports unrestricted Open Access (OA), which promotes the principle of openness, an essential element of progress. The importance of OA has been recognized both by other agencies and the private sector. The World Bank and the Wellcome Trust, for example, have implemented their own Open Access policies.

Objective

In principle, all of UNESCO's publications are protected by copyright. Through a new Open Access Policy for its publications, UNESCO will provide online access to all of its (research) outputs without many of the restrictions commonly imposed by copyright.

As one of the first steps, UNESCO will make these publications available online through a multilingual Repository.

The objective of this policy is to improve access to research created by UNESCO and to increase the dissemination of the resulting data.

Applicability

UNESCO's Open Access Policy would grant an irrevocable worldwide right of access to copy, use, distribute, transmit, and make derivative works in any format within certain constraints.

According to UNESCO's Rules and Regulations, all intellectual property rights, including title, copyright and patent rights, concerning any work produced by a member of the Secretariat as part of his/her official duties, shall be vested in the Organization. Therefore, this Policy will apply to any publication created by a staff member for whom the Publications Board has given its approval on or after 1 June 2013.

Resources produced in whole by a member of the Secretariat and published externally should not assign UNESCO's copyright to the external publisher (UNESCO should retain its rights). ERI/DPI will negotiate an agreement with the publisher.

Any person external to UNESCO who co-authors a publication with a member of the Secretariat shall assign copyright to UNESCO. UNESCO authors will be responsible for informing co-authors of the Open Access Policy and for obtaining the rights of the external co-authors. ERI/DPI will provide a permission form for this purpose.

Any content published prior to 1 June 2013 will be supplemented by specific clauses restricting use, to be decided on a case by case basis. These publications will remain protected by copyright but distributed under a license that generally allows broader reuse than a traditional copyrighted work. Users will be referred to the license statement in each publication for specific terms of use.

This Policy will not apply to publications where UNESCO has entered into special agreements with donors, external agencies or publishers. However, external publishers will be strongly encouraged to adhere to the requirements of this Policy.

Any material (such as images, illustrations, graphics, etc.) used within a publication will not be covered by the Policy, unless it is in the public domain (i.e. their use is completely unrestricted) or if the owner has decided to relinquish his or her rights.

Position statement

Resources published through UNESCO will be assigned a license that allows anyone to use any content for any lawful activities, as long as the original author and UNESCO are given credit for the original creation. No prior permission will be required.

Resources published by external publishers that have received funding in whole or in part from UNESCO will be licensed (if permitted by the publisher) under the most liberal license possible (without restrictions on use other than the attribution).

All other UNESCO resources published by external publishers will be subject to the requirements of the publisher. Nevertheless, UNESCO will retain ownership and complete control of the copyright for its own content.

Requirements

On publication, the authoring Unit shall submit to the Open Access Repository an electronic copy of the relevant work, together with any source files and XML files where available. The publication will then be made available through the OA Repository.

Transmission, reproduction, use or transformation of any content beyond that allowed by this Policy will require the express written permission of the copyright owners.

To avoid any distortion or interpretation that could affect UNESCO's image, adaptation/translation/derivatives should not carry any official emblem or UNESCO logo, unless they have been approved by the Publications Board and/or validated by the Organization.

Repository

Hosted within the UNESDOC system, the Open Access Repository will provide digital publications in full text to the public without cost or other restrictions (other than embargoes and specific clauses restricting use). Its interface will be in six languages.

For resources published by UNESCO on or after 1 June 2013 the publication will be deposited in the OA Repository immediately after the official date of publication, thus rendering it publicly available.

For resources published by UNESCO before 1 June 2013 and for which UNESCO has rights to all parts, shall also be deposited in the Repository.

For resources published by external publishers, written permission shall be obtained before depositing the publication in the Repository. This permission will stipulate free online access to the publication, but with restricted use (for non-commercial purposes and no derivative works allowed). UNESCO will respect an embargo period (if requested by the external publisher) that should generally not exceed 12 months.

Users of the Open Access Repository will be responsible for compliance with copyright restrictions and will be expected to adhere to the terms and conditions defined by the rights holder.

Roles and obligations

As stipulated in UNESCO's Rules and Regulations, ERI/DPI is responsible for managing the quality control framework for all UNESCO publications.

In addition, the ERI/DPI will provide guidance to the Publications Officers and other specialized staff of the Secretariat on all aspects of OA and implement training sessions on key issues of Open Access such as copyright and licensing.

In collaboration with the programme sectors, ERI/DPI will also develop Open Access e-learning courses for all to provide an overview of the basic concepts of OA, including operational guidelines intended to facilitate the use of the Policy and its appropriation by the sectors.

ERI/DPI/PBM together with MSS/BKI will establish and maintain the Open Access Repository.

Finally, ERI/DPI will be responsible for implementing procedures and resolving questions regarding the management of the Repository.

Publications Officers will be responsible for providing assistance on all issues arising within their respective Sectors concerning the interpretation and application of the Policy.

The UNESCO Publications Board will be responsible for interpreting and monitoring this Policy, as well as resolving disputes concerning its application, and making recommendations to senior management on any proposed changes. The UNESCO Publications Board will review the policy after 18 months and present a report to the Senior Management Team.